

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-20664	Reed	Matthew	Offender	339765	6/15/2012	Terrell, Paula L. (DOC)	reviews conducted by CO Hughes about him, behavior log entries for N-unit about him, and all inspection and search reports @ MCC-IMU													
									3 Closed	In Unit					No		3.00			
12-18272	Rollins	Beverly	Citizen	700709	2/1/2012		Release date for William Wilcox 700709	2/7/2012	3 Closed	In Unit	1	1	2.25							
12-18325	McKee	Jeffrey	Offender	882819	1/3/2012	Terrell, Paula L. (DOC)	Any/all records regarding Grievance No. 1116063													
								5/18/2012	3 Closed	In Unit	170	170	9				2.00			
12-18326	Allen	Donald	Attorney	346909	1/3/2012		Supervision, disciplinary records for Phillip Esponzoza 346909	1/11/2012	3 Closed	Out of Unit	47	47	1				1.00			
12-18327	Steen	Gregory	Offender	992056	1/3/2012	O'Hara, Denise L. (DOC)	Criminal History	1/4/2012	3 Closed	Out of Unit	0		0.5				0.50			
12-18328	Adams	James	Offender	881608	1/3/2012	DOC CRCC PDU	Records regarding his transfer from G/U to F/U on 12-27-2011		0 New	Out of Unit										
12-18329	Groves	Joel	Offender	908678	1/3/2012	Guzman, Anne M. (DOC)	Social security card		0 New	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-20664		Matthew Reed	2/21/13: request closed due to non-payment.	6/22/2012	6/22/2012			2012-6	9/14/2012		
12-18272		Beverly Rollins		2/7/2012	2/8/2012			2012-2			
12-18325		Jeffrey McKee		1/10/2012	1/10/2012			2012-1	3/21/2012	\$ 1.69	
12-18326		Donald Allen	FF requested/FF returned.	1/3/2012	1/10/2012			2012-1	1/10/2012	\$ 12.48	1/11/2012
12-18327		Gregory Steen		1/4/2012	1/10/2012			2012-1	1/10/2012		
12-18328		James Adams			1/10/2012			2012-1	1/10/2012		
12-18329		Joel Groves			1/10/2012			2012-1	1/10/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-20664	<p>Proceeding with item #2, requesting clarification of item #1 and #3. Received clarification, see above.</p> <p>RS to: AHCC: No records responsive. MCC: (No repsonive records located for item #3) \$\$Cost letter due 8/22/12\$\$</p> <p>7/2/12: received ltr clarifying request 7/10/12: responded to letter and sent updated routing slip to: AHCC: Received and saved in Outlook MCC: CRCC: No responsive records (see email dated 7/11/12) ***Note: "forms" were requested and I am seeking clarification of which forms. 8/29/12: Extension letter mailed. \$\$New due date for cost letter is 9/14/12\$\$ 9/14/12: Cost letter mailed:</p> <p><b>Number of Pages</b> 21 x 20 \$4.20 <b>Postage</b> + \$1.50 <b>Total Cost</b> = \$5.70</p> <p>Records have been reviewed and denial completed.</p>		
12-18272	sent initial records and final on 2/7/12.		
12-18325	<p>No RS needed. P wants any/all records related to his grievance #1116063.</p> <p>DV assisted with verbiage of my ini letter.</p> <p>!!!Upon further examination of request. The metadata has also been requested. therefore sent an e-mail and RS to staff that may have metadata.</p> <p>RS to: CRCC: Grievances: Received records and saved in Outlook. \$\$Cost letter due 2/22/12\$\$ 2/22/12: extension letter mailed.</p> <p>\$\$New due date for cost letter is 3/21/12\$\$ 3/21/12: Cost letter mailed:</p> <p><b>CD, actual cost</b> \$0.79 x 1 \$0.79 <b>Postage</b> + \$0.90 <b>Total Cost</b> = \$1.69 4/23/12: \$ received 5/18/12: records mailed.</p>	7.00	
12-18326	Provided 47 pages to Donald Allen, Attorney.		
12-18327	Requesting criminal history-referred to WSP.		
12-18328			
12-18329			

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12-20664	<p>1. All reviews conducted or touched by CC Hughes, dated June 1, 2011 through June 11, 2012, the date of your request. Responsive records should include all comments and recommendations, partial modified, rejected, cancelled approved or otherwise initiated reviews;</p> <p>2. All behavior log entries for Airway Heights Corrections Center s N-Unit that reference you for the time frame of May 1, 2011 through June 11, 2012, the date of your request;</p> <p>3. All inspection and search reports conducted while you were housed at Monroe Corrections Center s IMU/Seg for the time frame of September 1, 2010 through November30, 2010.</p> <p>Clarification received:</p> <p>1. All of your custody, classification, work, programming and educational reviews conducted in which CC Hughes participated and/or originated for the time frame of June 1, 2011 through June 28, 2012;</p> <p>2. All behavior log entries made regarding you for the date range of May 1, 2011 through June 28, 2012;</p> <p>a. You have modified the end date of records for item #2, from June 11, 2012 to June 28, 2012.</p> <p>3. All your search reports, property inventory reports, cell inspection reports or forms conducted between September 1, 2010 and November 30, 2010 at the Monroe Correctional Complex Segregation/Intensive Management Unit.</p> <p>a. Further clarification of item #3 is needed. You state in item #3 "...forms...." Public records requests are for identifiable, existing records. Identify exactly which forms you are requesting.</p> <p>I will begin gathering all other records requested in item #3, but will wait for clarification of which forms you are requesting before those records will be identified and gathered.</p>		Initial
12-18272			
12-18325	All records, including meta data for grievance #1116063.		
12-18326			
12-18327			
12-18328			
12-18329			

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12-18330	Francis	Shawn	Offender	749717	1/3/2012		Records regarding Visiting Member Committee Meetings between 1-1-2010 to 1-1-2012		3 Closed	In Unit	91		9.25							
12-18331	Thomassen	Danny	Citizen	unk	1/3/2012		Records regarding William Christian DOC ?		3 Closed	In Unit	2		0.25				0.25			
12-18332	Clark	Michael	Offender	793311	1/3/2012		Programs he finished/participated in at MICC		3 Closed	In Unit	4	4					0.75			
12-18333	Dwire	Terry	Provider	302895	1/3/2012	Lopez, Pamela S.	J & S, Police reports, PSI, polygraph tests, psych eval if available for Terry Dwire 302895	1/10/2012	3 Closed	Out of Unit	59	59	4				4.00			
12-18334	Boston	Jeffrey	Offender	706438	1/3/2012	Skewis, Erin K. (DOC)	Trust account statements for Sept., Nov. and Dec. 2011	1/26/2012	3 Closed	In Unit	6	6	1				0.50			
12-18335	Calder	Carolynn	Attorney	634513	1/4/2012		DOSA revoke records for Gregory Briscoe 634513, time served and how much time sanctioned to serve		3 Closed	Out of Unit										The Defender Association
12-18353	Beni	Erin	Offender	813483	1/3/2012		Discharge from supervision	1/11/2012	3 Closed	Out of Unit	2	0	0.5				0.50			
12-18354	Crawford	David	Citizen	19171	1/3/2012	Pernula, Theresa L. "Terry" (DOC)	Historical records for Edward Yager 19171	3/13/2012	3 Closed	In Unit	107	107	5.25							
12-18355	Hedlund	Sharon	Attorney	793670	1/3/2012	Smith, Linda L. 'CRS' (DOC)	Violation records, including hearing audio for Jason Giles 793670	1/17/2012	3 Closed	Out of Unit	54		0.5							Spokane Co. Prosecutor's Office
12-18356	Goodwin	Kirtsi	Attorney	337173	1/3/2012		DOC hearing for Rayford Varnado 337173	1/11/2012	3 Closed	Out of Unit		0	1				1.00			King Co. Prosecutor's Office
12-18357	Sumrell	Katreace	Citizen	723931	1/4/2012	O'Hara, Denise L. (DOC)	No Contact Order delivered to Warren Jackson Jr. 723931		3 Closed	Out of Unit	1		0.5				0.50			
12-18358	Gramm	Karen	Attorney	728948	1/4/2012		DOC file for Chris Forth 728948	2/1/2012	3 Closed	Out of Unit	140		3.5							King Co. Prosecutor's Office
12-18359	Holland	Barbara	Citizen	351400	1/4/2012	Shamberg, Virginia B. (DOC)	Any/all photos and files for Daniel Keyser Jr. 351400	7/30/2012	3 Closed	In Unit	24	24								

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12-18330		Shawn Francis	per Liz in Family Svs - there is no statewide visiting committee. there is however, a statewide family advisory committee that sometiems discusses visiting issues.	1/4/2012	1/10/2012			2012-1			
12-18331		Danny Thomassen	Closed 1/4/2012	1/4/2012	1/10/2012			2012-1	1/10/2012		
12-18332		Michael Clark		1/10/2012	1/10/2012			2012-1		\$ 1.24	
12-18333		Terry Dwire	mailed 59 pages and final letter and denial 1/10/12. 4 hours spent.		1/10/2012			2012-1	1/10/2012		
12-18334		Jeffrey Boston		1/6/2012	1/10/2012			2012-1		\$ 1.64	1/26/2012
12-18335		Carolynn Calder	Assigned to Becky Johnson 1/9/12 for completion. Ronda DeBower is working on Revoke Calculations.	1/9/2012	1/11/2012			2012-1	1/11/2012		
12-18353		Erin Beni	Assigned to Tammy Larson	1/9/2012	1/10/2012			2012-1	1/10/2012	\$ -	1/11/2012
12-18354		David Crawford	1-6-12 RS to R. Riley by 1-31 Rcv'd 1-27	1/9/2012	1/10/2012			2012-1	3/31/2012	\$ 26.70	3/12/2012
12-18355		Sharon Hedlund		1/11/2012	1/10/2012			2012-1	1/10/2012		
12-18356	Yes	Kirtsi Goodwin	PDU given to Ronda DeBower in hearings to gather documents.	1/9/2012	1/10/2012			2012-1	1/10/2012	\$ -	1/11/2012
12-18357		Katreace Sumrell	2/6/14 file closed, never received funds	1/9/2012	1/11/2012			2012-1	1/11/2012		
12-18358		Karen Gramm	Assigned to Tierra Forks-Bond	1/9/2012	1/11/2012			2012-1	1/11/2012		
12-18359		Barbara Holland		1/9/2012	1/11/2012			2012-1	1/11/2012		

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12-18330	1/4/12 Gaylene sent int/clarification ltr  ***reassigned to Jamie***  1/23/12 clarification rec'd  2/3/12 clarified w/ Liz in family Svs re: statewide visiting committee - see general comments. 25 hrs  2/6/12 routed to Prisons & Policy - item 4sent clarification ltr 25 hrs 4/13/12mailed \$1 ltr - 15 pgs 25 hrs 6/27/12 ext ltr mailed 7/20/12 \$1 ltr mailed - 91 pgs of council mtg minutes 8/13/12 \$ ltr for CD mailed (per ltr from requestor)	5.25	4.00
12-18331	1/4/2012 -Per OBTS, CF destroyed as per retention schedule. Provided the OBTS screen print and OMNI prison info screen. Referred requestor to ISRB (file may still exist with ISRB) and Lewis County Courts. Included all contact information for both entities in email.		
12-18332	1/10/12 int/\$ ltr mailed. Also referred to Pierce College for additional records, if any.  2/28/12 records mailed. closed		
12-18333			
12-18334	1/6/12 - Mailed \$/int letter. Offered 6 pgs  1/26/12 - Rec'd payment; mailed records and final letter		
12-18335	Five day Letter. Closed 2/1/12		
12-18353	Letter proving offender had no supervision requirements anymore and copy of closure letter sent.		
12-18354	2012 1-9 e-mailed initial response 2-29 e-mailed cost letter for 107 pgs / \$26.70 3-12 rcv'd pmt of \$26.70 3-13 mailed final letter & 107 pgs		
12-18355	E-mailed requestor 54 pages of requested documents on 1/11/12. Mailed 1 CD of hearing audio from 12/15/11 DOC hearing on 1/17/12.		
12-18356	Five day letter sent; PDU given to Ronda DeBower in hearings to gather documents.  Sent hearing tape to King County Prosecutor Attn: Kirtsi Goodwin.		
12-18357	5 day & cost letter sent 1/9/12.		
12-18358			
12-18359	Clarification letter sent to Ms. Holland. on 1/12/2012. Documents received from SCCC. 7/30/2012 Never received clarification back from Ms. Holland, i sent her what i had gathered.  Complete/CLOSED Reopening request/received email from Ms. Hollland 8/6/2012 asking if we could search as to why that would be responsive to Mr. Keyser participation in AA/dates that he refused treatment and dates he accepted treatment as well.  8/6/2012 sending another workflow to LCC. 8/22/2012 additional documents sent as attachment to Ms. Holland.		3.00

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12-18330			
12-18331			
12-18332			
12-18333			
12-18334			
12-18335			
12-18353	Five day letter sent. Assign to Tammy Larson to complete 1/9/12.		
12-18354	<b>HOURS: 5.25</b> <b>CLOSED</b> <b>2012</b> Jan. - 2.0 Feb. - 2.75 March - 0.5		
12-18355			
12-18356			
12-18357			
12-18358			
12-18359	Routing slip sent to SCCC.		

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12-18360	Hawkins	Daniel	Offender	915514	1/4/2012	DOC CRCC PDU	Mattress information for mattresses made by CI at CRCC		0 New	Out of Unit										
12-18361	Abrams	Dustin	Offender	871623	1/4/2012	DOC CRCC PDU	Hazard analysis for Hobart Hand Slicer put in at CRCC 12-7-2011		1 Open/In-Progress	Out of Unit										
12-18362	Cook	Ann	Attorney	294133	1/3/2012	Johnson, Melissa R. (DOC)	All UAs for Laura Covey 294133		3 Closed	Out of Unit	3		2.5				1.50			Law Office of Ann W. Cook
12-18363	Moody	Melvin	Offender	927875	1/4/2012	Skewis, Erin K. (DOC)	Records showing his community service and LFOs paid	1/17/2012	3 Closed	In Unit	9	9	1				0.50			
12-18364	Greer	David	Offender	771998	1/4/2012	Terrell, Paula L. (DOC)	DV Certificate	2/10/2012	3 Closed	In Unit	2		4				4.00			
12-18365	Comte	Michael	Provider	841951	1/4/2012		Police reports, PSI and intake records for Joe Gallegos 841951		3 Closed	Out of Unit	36	36	2.5							Comte's & Associates
12-18366	Leupold	Kevin	Law Enforcement	709014	1/5/2012	Schave, Gaylene R. (DOC)	Photo, fingerprints and Legal face sheet for Jose Roman 709014	1/12/2012	3 Closed	In Unit	8	8	1				0.50			U.S. Marshal Service
12-18367	Hudson	Raven	Offender	865696	1/5/2012	Johnson, Melissa R. (DOC)	All money sent to her father from her account		2 Waiting	Out of Unit	9		4.6				4.60			
12-18368	Gustin	Gregg	Offender	964457	1/5/2012	Feliciano, Maria J. 'Judi' (DOC)	J & S		0 New	Out of Unit										
12-18369	Sandoval	Lorenzo	Offender	283632	1/5/2012	Garland, Kari A. (DOC)	All TV fees paid since June 2010 with balance at time of service	3/27/2012	3 Closed	In Unit	10	0	2.25				1.00			
12-18370	Velasquez	Israel	Offender	866781	1/5/2012	Reifsnider, Kimberly N. (DOC)	J & S		0 New	Out of Unit										
12-18371	Jones-Hegg	Nancy	Offender	779302	1/5/2012	Schave, Gaylene R. (DOC)	Central File for George Maxwell 779302	7/11/2012	3 Closed	In Unit	1208	285	24							
12-18372	Bena	Sarah	Offender	342771	1/5/2012	Lopez, Pamela S. (DOC)	Criminal history	1/12/2012	3 Closed	Out of Unit	4	4	1				1.00			
12-18373	Mitchell	George	Offender	629592	1/5/2012		Supervision Closure	1/13/2012	3 Closed	Out of Unit	1		0.5				0.50			

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12-18360		Daniel Hawkins			1/11/2012			2012-1	1/11/2012		
12-18361		Dustin Abrams			1/11/2012			2012-1	1/11/2012		
12-18362		Ann Cook	OHR-13276 CD-2152 5day sent 010512 MRJ 04/09/12 received call from attorney office and they closed their request. MRJ	1/5/2012	1/10/2012			2012-1	1/25/2012		
12-18363		Melvin Moody		1/6/2012	1/11/2012			2012-1		\$ 2.24	1/17/2012
12-18364		David Greer	CD-2153 3/6/12: placed CF and FF in bin to be returned to archives. 8/7/12: This request has been closed due to non-payment. File placed in bin to be filed in PD file room.	1/11/2012	1/11/2012			2012-1	1/11/2012		
12-18365		Michael Comte	Assigned to JaDean Privette	1/23/2012	1/11/2012			2012-1	1/11/2012		
12-18366		Kevin Leupold		1/12/2012	1/12/2012			2012-1			
12-18367		Raven Hudson	5day sent 010612 MRJ Cost letter sent 011012 MRJ	1/6/2012	1/12/2012			2012-1	1/25/2012	\$ 3.35	
12-18368		Gregg Gustin			1/12/2012			2012-1	1/12/2012		
12-18369		Lorenzo Sandoval		1/12/2012	1/12/2012		Photocopy	2012-1		\$ -	
12-18370		Israel Velasquez			1/12/2012			2012-1	1/12/2012		
12-18371		Nancy Jones-Hegg		1/9/2012	1/12/2012			2012-1			
12-18372		Sarah Bena	4 pages emailed 1/12/12, 1 hour		1/12/2012			2012-1	1/12/2012		
12-18373		George Mitchell	Assigned to Maureen Carter	1/9/2012	1/12/2012			2012-1	1/12/2012		

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12-18360			
12-18361			
12-18362			
12-18363	1/6/12 - Mailed int & \$ letter; His FF has been destroyed. 1/17/12 - Rec'd payment; mailed records and final letter		
12-18364	1/11/12:Requested archived FF and CF  1/13/12: received call from Anita (#206-356-7707) requesting we expedite this request. She needs the records to move into housing that requires proof Greer attended/complete DV, CD etc.. classes.  When archived file is reviewed will call her to coordinate her picking up the records.  ***I have gathered two pages responsive to this request. Will see if requestor has e-mail to send the two pages to him.  \$\$cost letter due 2/29/12\$\$  2/9/12: \$ mailed.  <b>Number of Pages</b> 2 x 20 \$0.40 <b>Postage</b> + \$0.45 <b>Total Cost</b> = \$0.85		
12-18365			
12-18366	1/12/12 left a voice mail and sent email to verify he is law enforcement emailed 8 pages		
12-18367			
12-18368			
12-18369	01/12/12: Mailed int 5-day letter (50/032712) 01/12/12: Sent RS to I/M Accts (due 1/27/12) 01/13/12: Recd docs from I/M Accts 03/27/12: Mailed \$ cost letter (10 pgs / \$3.10) 08/08/12: Request closed due to non payment	0.25	1.75
12-18370			
12-18371	3/22/12 sent 285 pages on CD, no charge for Prosecuting Attorney. Next installment due June 8, 2012 6/7/12 2nd inst sent on CD 923 pages 9/4/12 ESR due 6/27/12 Requester closed request; records no longer needed.	1.00	23.00
12-18372			
12-18373	Five Day Letter sent 1 page provided		

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12-18360			
12-18361			
12-18362			
12-18363			
12-18364			
12-18365			
12-18366			
12-18367			
12-18368			
12-18369	Disclosure of all Sandoval's TV cable fee payments from 6/2010 to 1/3/12; to include his spendable balance at the time the funds for the TV cable fees were deducted.		Other
12-18370			
12-18371			
12-18372			
12-18373			

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12-18374	Mendez	Adriana	Citizen	269526	1/5/2012		Record of Leonidez Mendez 269526 being Baptised	5/2/2012	3 Closed	Out of Unit			3.5				1.00			
12-18375	Millar	Joel	Offender	789412	1/5/2012	Pernula, Theresa L. 'Terry' (DOC)	Discharge of his case, or any other records regarding the case.	1/31/2012	3 Closed	In Unit		1	1.25							
12-18376	Parke	Megan	Citizen		1/5/2012		Records regarding DOC and translation services		3 Closed	In Unit	310		1.5							Washington Federation of State Employees
12-18377	Saling	Ian	Attorney	869789	1/6/2012	Billier, Susan M. (DOC)	Central file for James Cavitt 869789		0 New	Out of Unit										Gordon & Saunders
12-18378	Heitt	Kathy	Attorney		1/6/2012	Skewis, Erin K. (DOC)	I/M Store Price list and Access SecurePak for WA packages provided to I/M at MCC	2/29/2012	3 Closed	In Unit	40	40	4				1.00			Snohomish Co. Public Defender Assoc.
12-18379	Heitt	Kathy	Attorney	930033	1/6/2012	Skewis, Erin K. (DOC)	All emails from J-Pay account of Michael McKiearnan 930033 for 2011	1/13/2012	3 Closed	In Unit										Snohomish Co. Public Defender Assoc.
12-18380	Ulery	Bill	Offender	809900	1/6/2012	Skewis, Erin K. (DOC)	Every e-mail with his name from 10-28-2011 to 1-4-2012		3 Closed	In Unit	155	45								

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12-18374		Adriana Mendez	CLOSED	1/10/2012	1/12/2012			2012-1	5/9/2012		
12-18375		Joel Millar	1-10-12 ordered archived FF Rcv'd 1-24 Rtrn'd 2-1	1/10/2012	1/12/2012			2012-1	1/31/2012		
12-18376		Megan Parke		1/12/2012	1/12/2012			2012-1			
12-18377		Ian Saling	OHR-13292		1/13/2012			2012-1	1/13/2012		
12-18378		Kathy Heitt		1/13/2012	1/13/2012			2012-1			
12-18379		Kathy Heitt		1/13/2012	1/13/2012			2012-1			
12-18380		Bill Ulery	SEND ALL RECORDS TOKSTRICKLETT@COMCAST.NET	1/6/2012	1/13/2012			2012-1			

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12-18374	1/10/2012 -Five day letter emailed. -Archive file request made. Next response due 3/22  1/26/2012 -file frozen due to water damage - waiting on status from records center.  3.20 2012 -received archived CF. No responsive records located. -emailed requestor - extension needed for second search. -sent workflow to PDC to check at facility level.  5/2/2012 -Nothing found at WSP.	1.50	1.00
12-18375	<u>2012</u> 1-10 e-mailed initial response 1-31 e-mailed final letter & 1 page		
12-18376	<b>1/12/12</b> int email sentrouted 1-3 to Business Svs, 4 to Policy, 5 to Contracts, and 6 to HR. due 2/24 <b>3/22/12</b> emailed \$1 ltr (items 4&5) <b>6/12/12</b> mailed inst 1 cd & inst 2 CD (over paid for #1) inst 2 = items 1, 3, & 6requested clarification on item 2		
12-18377			
12-18378	The document requested is not available electronically nor does CI create this document. The book is available at all institutions.  1/13/12 - Emailed intitial; Next Due: <b>2/21/12</b>  1/17/12 - Rec'd access securpak catalog in mail. <b>Submitted for 2nd eyes by Denise</b>  2/21/12 - Emailed ext letter; Next Due <b>3/23/12</b>  2/29/12 - Emailed 40 pages; final letter		
12-18379	1/13/12 - Emailed initial/final; JPAY records are not DOC records. Used language from News Brief		
12-18380	1/9/12 - Mailed int; Next Due: <b>3/12/12</b>  <b>RS to</b> DOC AHCC PDU, DOC CBCC PDU - <b>No Records</b> , DOC CCCC PDU, DOC CRCC PDU, - <b>No Records</b> DOC LCC PDU, DOC MCC PDU, DOC MCCCW PDU, - <b>No Records</b> DOC OCC PDU, DOC SCCC PDU, DOC WCCW PDU, DOC WCC PDU, <b>No Records</b> DOC WSP PDU, Loete, Vicki J. (DOC), <b>No Records</b> Jones, Sherry L. (DOC), <b>No Records</b> Pennington, Cindy B. (DOC), <b>No Records</b> Snell, Tam R. (DOC), - <b>Rec'd records</b> Coleman, Tina L. (DOC) <b>No Records</b> , Wiles, Danielle E. (DOC), Holloway, Monica F. (DOC), <b>No Records</b> Greaves, Theresa E. 'Terrie' (DOC) <b>No Records</b> , Clevenger-Shanahan, Pamela D. (DOC), <b>No Records</b> Thrasher, Timothy M. (DOC), Williams, Jennifer J. (DOC), <b>No Records</b>		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18374			
12-18375	<b>HOURS: 1.25</b> <b>CLOSED</b> <u>2012</u> Jan. - 1.25		
12-18376	the following records from January 1, 2009 to December 31, 2011 related to spoken language interpreters for DOC clients: 1. Total dollars spent on interpreter services. 2. Breakdown of costs including mileage fees, written translation fees, video, phone, or in person interpretation. 3. Names and payment amounts of all vendors paid for interpreter services (including type of service – video, written, phone, in-person). 4. Policies related to the procurement or payment of interpreters 5. Contracts with interpreter services 6. Name and contact information for interpreter service program administrator.		
12-18377			
12-18378	a copy of the inmate store prices list and Secure Access catalog for packages provided to inmates that the Washington State Reformatory in Monroe. I will interpret Secure Access to mean the Access Secure Pak		
12-18379			
12-18380			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18381	Pauley	Timothy	Offender	273053	1/6/2012	Garland, Kari A. (DOC)	Copy of PDU-15432	2/14/2012	3 Closed	In Unit	50	50	1.5				0.50			
12-18382	Kelly	Timothy	Offender	858308	1/6/2012		Any/all records regarding infraction and ad-seg on January 29, 2010		3 Closed	In Unit	58	58	7.5				3.50			
12-18383	Townsel	Eric	Offender	995393	1/6/2012	Terrell, Paula L. (DOC)	Records regarding refusal to issue shower shoes and accident involving himself in 2005		3 Closed	In Unit										
12-18384	Bailey	Sean	Offender	871863	1/6/2012	Wonders, Lori S. (DOC)	J & S and criminal history?		0 New	Out of Unit										
12-18385	Gutierrez	Reynaldo	Offender	773326	1/6/2012	Reifsnider, Kimberly N. (DOC)	J & S		0 New	Out of Unit										
12-18386	Copol	Michael	Offender	352082	1/6/2012	Reifsnider, Kimberly N. (DOC)	J & S		0 New	Out of Unit										
12-18387	Matthews	Brian	Offender	796769	1/6/2012		Kite to John Thompson on 4-1-2011		3 Closed	In Unit	1		1							
12-18388	Sampson	Lamar	Offender	822877	1/6/2012	Dobson, Debra L. (DOC)	J & S		0 New	Out of Unit										
12-18389	Maxwell	Donna	Attorney	826037	1/6/2012		Supervision records for Marshall Marion 826037	3/12/2012	3 Closed	Out of Unit	109						5.50			Federal Public Defender Office
12-18390	Erwin	Kathy	Attorney	922533	1/6/2012	Smith, Linda L. (CRS' (DOC)	UA results for Anthony Miller 922533		3 Closed	Out of Unit	10	10	0.5							David Oliver & Associates

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18381		Timothy Pauley		1/13/2012	1/13/2012			2012-1		\$ 12.56	2/2/2012
12-18382		Timothy Kelly	CLOSED	1/12/2012	1/13/2012			2012-1	3/28/2012	\$ 13.00	5/21/2012
12-18383		Eric Townsel	8/7/12: This request has been closed due to non-payment. File placed in bin to be filed in PD file room.	1/13/2012	1/13/2012			2012-1	1/13/2012		
12-18384		Sean Bailey			1/13/2012			2012-1	1/13/2012		
12-18385		Reynaldo Gutierrez			1/13/2012			2012-1	1/13/2012		
12-18386		Michael Copol			1/13/2012			2012-1	1/13/2012		
12-18387		Brian Matthews		1/13/2012	1/13/2012			2012-1			
12-18388		Lamar Sampson	OHR-13293		1/13/2012			2012-1	1/13/2012		
12-18389		Donna Maxwell	OHR-13294	1/9/2012	1/13/2012			2012-1	1/13/2012	\$ 27.10	
12-18390		Kathy Erwin	OHR-13295	1/12/2012	1/13/2012			2012-1	1/13/2012	\$ -	

PD LOG #	PD Actions	PDC Hours	PDS Hours
	Kowden, Tamara J. (DOC), <b>No Records</b> Perplies, Lisa M. (DOC) <b>No Records</b> , Lewandowsky, Debbie A. (DOC) - <b>No Records</b> Due: 2/23/12  3/2/12 - Mailed #1 \$ letter 3/8/12 - Rec'd letter from requester asking to send all records tokstricklett@comcast.net. I emailed 45 pages and denial to this address. Also mailed letter to requestor, Next Due: <b>5/4/12</b>  4/20/12 - Mailed \$ letter (too large to email) to requester 4/26/12 - Rec'd letter requesting amount for a CD. Mailed \$ letter for CD back to requester		
	01/13/12: Mailed int 5-day & \$ cost letter combined (50 pages / \$12.56) 02/02/12: Recd \$ 02/14/12: Mailed docs		
12-18381	REQUEST CLOSED - PDU Folder to file room bin		
	1/12/2012 -Five day response mailed. -work flow sent to PDC.  PDC left voice mail - searching for audio, disregard email sent pertaining to no other documents...email sent in error.  3/27/2012 -Cost letter mailed for 40 pages and 1 Audio CD (Hearing)  4/25/2012 -Payment received.  5/4/2012 -mailed docs and CD. Offered 9 additional pages located. \$2.25 including postage.  5/21/2012 payment recvd for install 2.  5/30/2012 -docs mailed.		
12-18382		1.50	1.50
	NI and \$ offered as 1st installment responsive records to PDU-4613.  <b>Number of Pages</b> 275 x 20 \$55.00 <b>Postage</b> + \$4.95 <b>Total Cost</b> = \$59.95 2/3/12 recv'd letter 2/14/12: responded to letter		
12-18383			
12-18384			
12-18385			
12-18386			
	1/13/12 int ltr mailed.25 time 1/17/12routed to SCCC.25 time 3/8/12\$ ltr mailedoffered 1 pg as possibly responsive..25 hrs		
12-18387			
12-18388			
12-18389	Assigned to Levy Vidal for completion.		
12-18390			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18381	Copy of responsive docs to PDU-15432 mailed to: Aaron Leigh at 14412 W Thorne Lane SW, Lakewood, WA 98498.		
12-18382			
12-18383			
12-18384			
12-18385			
12-18386			
12-18387			
12-18388			
12-18389	Completed 5 day letter;		
12-18390			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18391	Podriznik	Richard	Attorney	720797	1/6/2012	Schave, Gaylene R. (DOC)	Audio and records for Community Custody hearings for Donald Herrick 720797		3 Closed	In Unit	185	182	9		Yes		0.50			Society of Counsel Representing Accused Persons
12-18392	Kron	James	Attorney	252003	1/6/2012	Schave, Gaylene R. (DOC)	Any records regarding Stuart Donaldson 252003, his incarceration dates and asbestos related records		3 Closed	In Unit	246		13				10.00			Potter Anderson Corroon
12-18393	Gilbert	Clare	Attorney	633330	1/6/2012	Pernula, Theresa L. 'Terry' (DOC)	Disciplinary records for Mark Kelley 633330	9/17/2012	3 Closed	In Unit	111	111	12							Snohomish Co. Public Defender's Association
12-18394	Garcia	Marivel	Citizen	821567	1/6/2012	Garland, Kari A. (DOC)	Records showing requirements for completion of probation have been met for Gustavo Garcia 821567	1/25/2012	3 Closed	In Unit			2.25				2.25			
12-18395	Thompson	Burton	Citizen		1/9/2012		Records regarding the death of Frank Rogers while building the juvenile detention center in Chehalis	1/10/2012	3 Closed	In Unit			0.5				0.50			
12-18396	Vukonich	Ronald	DOC Staff		1/9/2012		Records regading himself	4/26/2012	3 Closed	In Unit										
12-18397	Warren	Jerrmell	Offender	840581	1/9/2012	Schave, Gaylene R. (DOC)	Partners in Parenting print off from when he requested it.		3 Closed	In Unit	1		0.5							
12-18398	Jackson	Cornelius	Offender	302626	1/9/2012	Terrell, Paula L. (DOC)	Records regarding amount of certain infractions in MCC-WSR-MSU bathrooms, etc.	3/22/2012	3 Closed	In Unit	1		3.5				1.00			
12-18399	Andersen	F.	Attorney	791595	1/9/2012		Any/all correspondence RE: Cabby Baruth 791595, any correspondence/records from Meri Mendelsohn to CO Nicky Davis concerning Baruth	5/7/2012	3 Closed	In Unit	0		3.5							Andersen Staab

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18391		Richard Podriznik	Hearings Unit provided hearing audio CD's and hearing paperwork; forwarded to Gaylene Schave 1-11-12.	1/10/2012	1/13/2012			2012-1		\$ 51.84	4/2/2012
12-18392		James Kron	ISRB file/CF this is a historical file. ISRB File - Ordered and received from State Records Center - Scanned file (2 hours prep and scan). Robin RileySent CD to Gaylene Schave in Campus Mail on 2-23-2012. Robin Riley	1/10/2012	1/13/2012			2012-1			
12-18393		Clare Gilbert	1-10-12 RS to MCC by 2-3 Rcv'd 2-9 & 2-10 OHR-13308	1/12/2012	1/13/2012			2012-1	9/30/2012	\$ 3.47	9/10/2012
12-18394		Marivel Garcia		1/13/2012	1/13/2012			2012-1			
12-18395		Burton Thompson	Closed 1/10/2012	1/10/2012	1/17/2012			2012-1	1/17/2012		
12-18396		Ronald Vukonich		1/17/2012	1/17/2012			2012-1			
12-18397		Jerrmell Warren		1/10/2012	1/17/2012			2012-1			
12-18398		Cornelius Jackson	3/21/12: PD file placed in bin to be filed in PD file room. No port done.	1/17/2012	1/17/2012			2012-1	1/17/2012		
12-18399		F. Andersen	OHR-14631 5/15	1/12/2012	1/17/2012			2012-1	5/15/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18391	3/27/12 made 3 CDs and 182 pages available. 4/3/12 sent above records	4.50	4.00
12-18392	rec'd from Simone Currier: Provided a CD with a copy of the WSP Abatement of Asbestos Containing Materials Final Report from 1991 2/23/12 emailed 246 pages5/2/12 rec'd email that Requester wished to close request	3.00	
12-18393	2012 1-12 e-mailed initial response 3-8 e-mailed cost letter for 111 pgs on CD & 2 audio CDs/\$3.47 8-28 rcv'd e-mail from S. Wilson 8-29 responded to e-mail of 8-28 9-10 rcv'd pmt of \$3.47 9-17 mailed final letter & 3 CD's		
12-18394	01/13/12: Mailed int 5-day response letter and also attached a copy of the letter to an email to the requestor. (46/032112) 03/13/12: <a href="#">Ordered archived FF</a> 01/25/12: <a href="#">Received</a> , reviewed and returned archived FF 01/25/12: Attached 2 pages responsive docs to an email to the requestor.  <a href="#">REQUEST CLOSED - FOLDER TO B N FOR FILE ROOM</a>		
12-18395	1/10/2012 -Referred requestor to DSHS and Labor and Industries.		
12-18396	1/17/12 int ltr mailedrouted to HR & HR inv: due 3/1/12.5 time 3/22/12ext ltr mailedneed to enjoinnerText due 4/11 4/9/12 enjoin mailed: due 4/18 2 hrs 4/11/12emailed inst 1 (personnel file)talked to requestor on phone - will email inst 2 after COB on 4/17 when enjoinement is up.2 hrs 4/18/12emailed isnt 2 (investigation)checking for supervisory file.75 hrsnext due 4/25 4/25/12 emailed requestor, let him know I will email records tomorrow. 4/26/12emailed inst 3 (supervisory file).5 hrsCLOSED		
12-18397	administratively closed; waiting for payment		0.50
12-18398	1/13/12: sent e-mail to planning and research asking if query can be run. Query run and saved in outlook. <a href="#">\$\$Cost letter due 4/25/12\$\$</a>  <a href="#">5-day letter mailed late due to inclement weather and power outages.</a> 2/6/12: rcv'd letter 2/10/12: responded to letter. <a href="#">Cost letter mailed 2/15/12:</a>  <b>Number of Pages</b> 1 x 20 \$0.20 <b>Postage</b> + \$0.45 <b>Total Cost</b> = \$0.65 3/22/12: record mailed.	3.00	
12-18399	1/12/2012 -five day letter mailed. -work flow sent to PDC.  No responsive records located at AHCC.  3/20/2012 -workflow sent to CRCC - staff person mentioned in request is located at CRCC. Extension letter sent. Next due date 5/15/2012  4/20/2012 Responsive records located in medical file. OHR# assigned... Closed PDU	3.00	0.50

PD LOG #	Requested Items	To Do Date	To Do Status
12-18391	Copy of hearing tapes and documents from offender Herricks #720797 hearings 12/21/06. 8/4/09 and 11/13/06		
12-18392			
12-18393	<b>HOURS: 12.0</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.5 Feb. - 6.25 March - 3.75 Aug. - 0.5 Sept. - 1.0		
12-18394			
12-18395			
12-18396	1. Central file review – please note that as you are not an offender, you do not have a central file to review. 2. All records related to the investigation of IDC 091911 Vukonich-Worf. 3. Personnel file.		
12-18397			
12-18398			
12-18399			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18400	Moreland	Rodney	Offender	974939	1/9/2012	DOC AHCC PDU	Paycheck stubs for Charles Tate 974939	2/24/2012	3 Closed	Out of Unit	5	5	3				1.00			
12-18401	Noble	Charles	Offender	840997	1/9/2012	Terrell, Paula L. (DOC)	All review committee decisions since March 4, 2011 regarding himself.	6/5/2012	3 Closed	In Unit	34	34	9				2.00			
12-18402	Backstrom	Brandon	Offender	790900	1/9/2012	Shamberg, Virginia B. (DOC)	All photos in possession of DOC of himself.	2/16/2012	3 Closed	In Unit	7	7	1.5							
12-18403	Bennett	David	Offender	969368	1/9/2012		Incarceration dates, sentencing and release dates	2/10/2012	3 Closed	In Unit	3	3	0.75							
12-18404	Hillman	Dean	Offender	829901	1/9/2012	DOC WSP PDU	J & S and CCR		0 New	Out of Unit										
12-18405	Leoncavallo	Gianna	Provider	339653	1/9/2012	DOC EVERETT PDU	PSI, psych eval (if available) for Alastair Fynn 339653		0 New	Out of Unit										
12-18406	Anno	Cory	Offender	314407	1/9/2012	DOC CRCC PDU	Pages 6 & 7 of his J & S		0 New	Out of Unit										
12-18407	MacConnell	Jessica	Offender	323583	1/9/2012	DOC WCCW PDU	Jail time certificate for Skagit Co. Jail	4/2/2012	3 Closed	Out of Unit	2	2	1.3				0.50			
12-18408	Hunter	Sirjesse	Offender	941765	1/9/2012		records related to the 9/27/11 assault of Sirjesse Hunter #941765 at SCCC		3 Closed	In Unit	39		1.5							
12-18409	Feely	Thomas	Offender	788137	1/9/2012	DOC WCC PDU	Jail time certificates for himself.		0 New	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18400		Rodney Moreland		2/7/2012	1/17/2012			2012-1	1/17/2012	\$ 1.45	2/21/2012
12-18401		Charles Noble	OHR-13309 6/6/12; pd file placed in bin to be filed in pd file room. No port done.	1/24/2012	1/17/2012			2012-1	4/25/2012	\$ 6.80	5/29/2012
12-18402		Brandon Backstrom		1/17/2012	1/17/2012			2012-1	1/17/2012	\$ 2.28	2/8/2012
12-18403		David Bennett		1/17/2012	1/17/2012			2012-1		\$ 1.04	1/30/2012
12-18404		Dean Hillman			1/17/2012			2012-1	1/17/2012		
12-18405		Gianna Leoncavallo			1/17/2012			2012-1	1/17/2012		
12-18406		Cory Anno			1/17/2012			2012-1	1/17/2012		
12-18407	Yes	Jessica MacConnell	5day sent 1/30/12 due to new system 4/2/12 COST LETTER SENT final documents sent 8/1/12	1/30/2012	1/17/2012			2012-1	2/10/2012		
12-18408		Sirjesse Hunter		1/17/2012	1/17/2012			2012-1			
12-18409		Thomas Feely			1/17/2012			2012-1	1/17/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18400	2-7-12 Initial/cost ltr sent 2-21-12 Payment verified and sent to Inmate banking 2-23-12 Inmate banking processed payment 2-24-12 Final ltr w/documents sent	3.00	
12-18401	RS to: MCC:Received records and saved in Outlook. These records were forwarded to me for decision of whether or not they are responsive.  I am seeking clarification for item #5. 2/6/12: received letter 2/10/12: responded to letter  \$\$Cost letter due 4/25/12\$\$  5-day letter mailed 1/24/12. The 5-day letter was mailed late due to inclement weather and power outages.  4/25/12: cost letter mailed:  <b>Number of Pages</b> 34 x 20 \$6.80 <b>Postage</b> + \$1.90 <b>Total Cost</b> = \$8.70 5/2/12: e-mailed file to Risk Management for the appeal that has been received.		
	5/03/12: received ltr 5/10/12: responded to ltr. 5/29/12: \$ received 6/5/12: records mailed.		
12-18402	Routing slip sent to Denise Larson regarding inmate Backstroms Photos.  CLOSED.		
12-18403	1/17/12 prtned records from OMNI\$ ltr mailed - 3 pgs 5 time 2/10/12records mailed 25 hrsCLOSED 2/22/12requester called, needed copy of something w/ "true" name and sentenced name emailed screenshot of personal characteristics screen tomr bennett7219@yahoo.com		
12-18404			
12-18405			
12-18406			
12-18407		0.80	
12-18408	1/17/12 int ltr mailed 25 hrs 1/31/12routed to SCCC.25 hrs 3/22/12 ext ltr mailed 5/4/12 \$ ltr 1 mailed - 39 pgs *** If he pays for #1, re-route for additional records, report states more photos should exist.*** 6/19/12mailed inst 1 to address providedltr to requestor re: mailed to.. re-routed to SCCC for add'l records.75 hrsnext due 7/25 7/25/12 \$2 ltr mailed		
12-18409			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18400			
12-18401			
12-18402	You have requested disclosure of the following photographs of Brandon Backstrom 790900 from the Department of Corrections, this is to include Electronic and hard copy Photographs.		
12-18403	for the following records regarding yourself, David Bennett, DOC 969368: 1. Incarceration dates 2. What you were sentenced for.		
12-18404			
12-18405			
12-18406			
12-18407			
12-18408	records related to the 9/27/11 assault of Sirjesse Hunter #941765 at SCCC: 1. All incident reports 2. All records related to the investigation of the assault 3. Ad-Seg hearing records for Samuel Gregory #727593 4. Ad-Seg hearing records for Sirjesse Hunter, #941765 5. Any reports to outside law enforcement agencies		
12-18409			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18410	Henderson	Alissa	Offender	989300	1/9/2012	Pernula, Theresa L. 'Terry' (DOC)	All records including sex offender treatment & polygraphs for James Weaver 989300		3 Closed	In Unit	95		2							The Meryhew Law Group
12-18411	Eriksen	Pete	Citizen		1/9/2012		Record of all DOC staff assigned to work in the MCC-WSR gymnasium during 2000 & 2001		2 Waiting	In Unit	21		1				3.00			
12-18412	Stoll	Lee	Media		1/9/2012	Skewis, Erin K. (DOC)	MCC staff disciplinary letters	1/25/2012	3 Closed	In Unit	58	58	5				5.00			KIRO 7 News
12-18413	Esser	Doug	Media		1/9/2012	Skewis, Erin K. (DOC)	MCC staff disciplinary letters	1/25/2012	3 Closed	In Unit	58	58	7				7.00			Associated Press
12-18414	Vedder	Tracy	Media		1/9/2012	Skewis, Erin K. (DOC)	MCC staff disciplinary letters	1/25/2012	3 Closed	In Unit	58	58	7				7.00			KOMO 4 News
12-18415	Noble	Charles	Offender	840997	1/9/2012	Terrell, Paula L. (DOC)	DOC, MCC & MCC-SOU opinions, directives, policies and protocols		3 Closed	In Unit	153		4				2.00			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18410		Alissa Henderson	1-10-12 RS to J. Williams by 1-31 Rcv'd 1-11 no rcv'ds 1-10-12 ordered archived FF rcv'd 1-24 rtn'd 2-14 & CF rcv'd 2-13 rtn'd 2-29 1-26-12 task que to scan FF by 2-15 cmplt'd 2-13 2-14-12 task que to scan CF by 2-27 done 4-16-12 close of no response rcv'd REVIEW RECORDS  OMNI Liberty  OHR-13310 CD-2160	1/12/2012	1/17/2012			2012-1	3/31/2012		
12-18411		Pete Eriksen	waiting payment (21pp/\$5.70)	1/17/2012	1/17/2012			2012-1	3/21/2012	\$ 5.70	
12-18412		Lee Stoll		1/17/2012	1/17/2012			2012-1			
12-18413		Doug Esser		1/17/2012	1/17/2012			2012-1			
12-18414		Tracy Vedder		1/17/2012	1/17/2012			2012-1			
12-18415		Charles Noble		1/17/2012	1/17/2012			2012-1	7/17/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18410	2012 1-12 mailed initial response 3-16 mailed cost letter for 1st inst. of 95 pgs / \$24 20		2.00
12-18411	1/9/12 sent RS to MCC, due 2/6/12 1/17/12 mailed int ltr 2/11/12 rec'd MCC rclds 2/22/12 mailed \$ ltr (21pp/\$5.70)	1.00	
12-18412	1/12/12 - Mailed enjoin letters; Due: <b>1/24/12</b> 1/17/12 - Emailed int; Next Due: <b>1/25/12</b> 1/25/12 - Emailed denial; records (58 pages) and final letter/email		
12-18413	1/12/12 - Mailed enjoin letters; Due: <b>1/24/12</b> 1/17/12 - Emailed int; Next Due: <b>1/25/12</b> 1/25/12 - Emailed denial; records (58 pages) and final letter/email		
12-18414	1/12/12 - Mailed enjoin letters; Due: <b>1/24/12</b> 1/17/12 - Emailed int; Next Due: <b>1/25/12</b> 1/25/12 - Emailed denial; records (58 pages) and final letter/email		
12-18415	RS to: Health Services Records received and saved in Outlook. Policy recived and saved in Outlook MCC:No records, per email saved in Outlook. 1/25/12: sent e-mail to admin staff requesting they assign this request to health services as well.  5-day letter mailed late due to inclement weather and power outages.  \$\$Cost letter due 4/25/12\$\$ 4/25/12: cost letter mailed:  <b>Number of Pages</b> 153 x 20 \$30.60 <b>Postage</b> + \$5.15 <b>Total Cost</b> = \$35.75 5/3/12: received letter 5/10/12: responded to letter 5/29/12: received letter 6/5/12: responded to letter 6/12/12: received letter modifying request 6/21/12: responded to letter 6/21/12: sent email to health services PDC asking for appropriate staff to review policy 650.020 in response to the above letter. \$\$Cost letter due for this modified request on 7/17/12\$\$ 7/17/12: sent modified \$\$ cost letter. This includeds on two pages (pages 14 and 16 of the policy and all the rest of the records repsonive to request):		
	<b>Number of Pages</b> 144 x 20 \$28.80 <b>Postage</b> + \$5.15 <b>Total Cost</b>		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18410	<b>HOURS: 2.0</b> <b>CLOSED</b> <u>2012</u> Jan. - 1.0 Feb. - 0.5 March - 0.5		
12-18411	"list of all officers assigned to work in the WSR/MCC gymnasium during the years 2000 and 2001 along with dates of assignment of work at Monroe facility gym."		
12-18412			
12-18413			
12-18414			
12-18415			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18416	Farringer	Chris	DOC Staff	744884	1/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regading Leland Tarver 744884		3 Closed	In Unit	778	294	15.25							
12-18417	Rounds	Rebecca	Citizen		1/9/2012	Skewis, Erin K. (DOC)	Investigation regarding Jamie Biendl		3 Closed	In Unit	1229	99								
12-18418	Allen	Kathy	Attorney	793135	1/9/2012	DOC SRCJC PDU	Incarceration dates for Mark Thomason-Powell 793135	1/12/2012	3 Closed	Out of Unit	1	1	0.25							Missouri Public Defender
12-18419	Cochran	Darrell	Attorney		1/9/2012	Garland, Kari A. (DOC)	Any/all tolling policies in place between 1990-1991		3 Closed	In Unit	0	0	1.5				1.50			
12-18420	Vargas	Brenda	Attorney	802970	1/9/2012		Verification of crimes for California for offender Donald Goss 802970		3 Closed	In Unit										California DOC
12-18421	Cherry	Phyllis	DOC Staff		1/9/2012	DOC WCCW PDU	Investigations regarding herself No's: 06-034-11-3108 and HR071411-01DD		3 Closed	Out of Unit			0.3				1.00			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18416		Chris Farringer	1-10-12 ordered archived FF & CF 2-9-12 rcv'd e-mail fr. F. Hughes 2-9 stating files not archived 2-13-12 RS to SRCIC for FF & CF Rcv'd 2-22 OMNI LIBERTY REVIEW RECORDS	1/17/2012	1/18/2012			2012-1	5/31/2012	\$ 0.79	4/12/2012
12-18417		Rebecca Rounds		1/12/2012	1/17/2012			2012-1			
12-18418		Kathy Allen	Barbara Wilson sent a letter regarding incarceration dates on 1/12/12.		1/17/2012			2012-1	1/17/2012	\$ -	
12-18419		Darrell Cochran		1/17/2012	1/17/2012			2012-1		\$ -	
12-18420		Brenda Vargas	Closed	1/12/2012	1/17/2012			2012-1	3/14/2012		
12-18421		Phyllis Cherry	Sending follow up letter to Ms. Cherry, advising her that more time will be needed. Reassigned to HQ!	1/31/2012	1/17/2012			2012-1	2/14/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18416	<p><u>2012</u> 1-17 mailed initial response 4-12 rcv'd pmt of \$0.79 for 294 pgs on CD 4-19 e-mailed final letter for 1st inst. 6-22 e-mailed cost letter for 2nd inst. of 484 pgs / \$1 69 (\$1.48 due to overpayment)</p> <p>APPLY OVERPAYMENT of \$0.21 to next installment</p> <p>Wants records on CD</p>		
12-18417	<p>1/12/12 - Clarification requested.</p> <p>1/17/12 - Rec'd clarification; wants MCC disciplinary letters and investigations. Next Response Due: <b>1/31/12</b> -Sent enjoin packets; Due: <b>1/26/12</b></p> <p>1/30/12 - Emailed disciplinary letters and NIC investigation. Next Due: <b>3/28/12</b></p> <p>3/27/12 - Emailed the C R; Next Due: <b>5/2/12</b> 5/2/12 - Emailed ext letter; Next Due: <b>6/25/12</b> 6/25/12 - Emailed ext letter; NExt Due <b>8/16/12</b></p> <p>8/13/12 - Mailed enjoin packets; Expire <b>8/22/12</b> Emailed ext letter to requester; Next Due <b>9/5/12</b></p> <p>9/4/12 - Emailed \$ letter to requester. (1130 pages)</p> <p>9/13/12 - Requester emailed stating she is no longer in need of the records. closed</p>		
12-18418			
12-18419	<p>01/13/12: <a href="#">Sent RS to Policy PDC (due 1/27/12)</a> 01/13/12: <a href="#">Recd response from Policy-</a> <a href="#">No responsive policies (tolling directives they have on file only go back to 1993)</a> 01/17/12: Mailed int 5-day &amp; final letter combined - no responsive docs</p> <p><a href="#">REQUEST CLOSED - File to bin</a></p>		
12-18420	<p>1/12/2012 -Requestor emailed request 1/9 - indicated records were needed on 1/11/2011. -Emailed requestor asking if documents are still needed. Requestor still needs criminal history 1/17/2012 -Emailed requestor. Next response due 3/14</p> <p>3/13/2012 -Referred requestor to WATCH. Both FF and CF have been arvchived. Emailed requestor asking if they want records from each file.</p> <p>no response to clarification email.</p>		
12-18421			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18416	<b>HOURS: 15.25</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.75 Feb. - 7.75 March - 0.25 April - 0.5 June - 6.0		
12-18417	1. MCC Disciplinary Letters - <b>1st Installment</b> 2. MCC investigations 3. CIR - <b>2nd Installment</b> 4. NIC - <b>1st Installment</b>		
12-18418			
12-18419			
12-18420			
12-18421			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18422	Young	David	Offender		1/10/2012	Skewis, Erin K. (DOC)	Various video from MCC		3 Closed	In Unit			24.5				12.00			
12-18423	Kelley	Joe	DOC Staff		1/10/2012		E-mails between himself and various DOC Staff members	4/18/2012	3 Closed	In Unit	13	13	1.5							
12-18424	Erickson	Andrew	Offender	791561	1/10/2012	DOC CBCC PDU	Any/all of his electronic file and various other items		3 Closed	Out of Unit	19		1.5				1.50			
12-18425	Gore	Paul	Offender	913408	1/10/2012	Shamberg, Virginia B. (DOC)	Any/all ECR for MCC staff member, to include misconduct reports, grievances and all reports from all past post assignments	1/17/2012	3 Closed	In Unit			1							
12-18426	Hargrove	Thomas	Offender	775412	1/10/2012		Name and type of UA used by the labs for the WA DOC for determining I/M results		3 Closed	In Unit	17		0.75							
12-18427	Smith	Chaney	Other Government Agency	822601	1/10/2012	Schave, Gaylene R. (DOC)	Records regarding contact/time served for Erin Staples 822601		3 Closed	In Unit	305	305	4.5				4.00			Wyoming DOC
12-18428	Lowers	Patricia	Attorney		1/10/2012	Terrell, Paula L. (DOC)	Employment records for Ennis Johnson		3 Closed	In Unit							2.00			James, Sanderson & Lowers
12-18429	Cherry	Phyllis	DOC Staff		1/10/2012	DOC WCCW PDU	Investigations #06-034-11-3108 and HR071411-01DD		3 Closed	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18422		David Young		1/17/2012	1/18/2012			2012-1			
12-18423		Joe Kelley		1/17/2012	1/18/2012			2012-1			
12-18424		Andrew Erickson	2/6/14 file closed, never received funds.	1/17/2012	1/18/2012			2012-1	1/18/2012		
12-18425		Paul Gore		1/18/2012	1/18/2012			2012-1	1/18/2012		
12-18426		Thomas Hargrove	CLOSED	1/12/2012	1/18/2012			2012-1	3/23/2012	\$ 5.35	
12-18427		Chaney Smith		1/11/2012	1/18/2012			2012-1			
12-18428		Patricia Lowers		1/18/2012	1/18/2012			2012-1	1/18/2012		
12-18429		Phyllis Cherry	This is a duplicate request to PD 12-18421, which is being processed		1/18/2012			2012-1	1/18/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18422	<p>1/17/12 - Emailed requestor asking for clarification: "Are you requesting video from just the locations listed above or all of MCC? Also, can you please provide a time frame for this request (i.e. 1900 – 2400)? "</p> <p>1/17/12 - Rec'd clarification (see above). Next Response: <b>3/13/12</b> <b>RS To MCC</b></p> <p>2/24/12 - Emailed 1st installment DENIAL; Next Due: <b>4/16/12</b> the following camera views were denied: MU SEG HOLDING #1 MU SEG HOLDING #2 MU SEG HOLDING CELL 2 MU SEG HOLDING CELL 1 MU SEG MAIN CORRIDOR MU SEG RAMP NW TOWER 9 SW TOWER 9 SH FT HALLWAY GROUP CAMERA</p> <p><b>4/12/12 - THE FOLLOWING CAMERAS WERE DENIED</b> WSR CHAPEL HALLWAY A UNIT STAIRS VISIT ROOM <b>EMAILED DENIAL TO REQUESTER final letter</b></p> <p><b>NOTE Closed file Courtney will file the folder like normal and put a label on the file indicating the box of surveillance DVD's is in a separate box marked MEDIA.</b></p>	12.50	12.00
12-18423	<p>1/17/12 int ltr emailed 25 time 1/31/12routed to CI (a), NW (b, c), SW (d): due 2/29 25 hrs **Call from Jill (SW) - There are 2 Scott Harris'. She will check with the SW region Harris. 3/22/12 ext ltr emailed 4/18/12 records emailed. CLOSED</p>		
12-18424	Five day letter sent 1/17/12. Cost letter sent 2/14/12.		
12-18425	<p>Sent clarification to Mr. Gore, waiting to hear back. Sent Mr. Gore another clarification letter today 6/14/2012. i informed him if i do not hear back within 30 days request will be closed. 6/22/2012 Received clarification letter from Mr. Gore letting me know that his issue was resolved at the facility.</p> <p>7/2/2012 <b>CLOSED.</b></p>		1.00
12-18426	<p>1/12/2012 -five day letter mailed.</p> <p>HQ Health Services indicated via email that records would be at the institution level and not HQ level.</p> <p>1/13/2012 -Workflows sent to each facility offender has been incarcerated at.</p> <p>3/22/2012 -Offered two contracts - 17 pages total.</p> <p>Requestor cancelled request.</p>		
12-18427	<p>sent out records 3/2/12 at no cost to Criminal Justice Partners. Request fulfilled; closed</p>		
12-18428	<p>RS to: HR Investigations: Labor Relations: HR received training records thus far and have saved in outlook</p> <p>**See email in Outlook from Judy Hubert. Diversity is currently conducting an investigation. These records will not be released if the investigation is still on-going. I will send another RS to ask on or before 4/25/12**</p> <p>I have a signed release.</p> <p>5-day letter mailed late due to inclement weather and power outages. The HQ building was closed from 1/18/12 through 1/20/12.</p> <p>2/23/12: Per phone call from Vicki, she has cancelled this request. I will be getting an e-mail from her as confirmation.</p> <p><b>\$\$Cost letter due 4/25/12\$\$</b></p>		
12-18429			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18422	<p>1/17/12 - Rec'd clarification from requestor:</p> <p>ALL MCC VIDEO FOOTAGE FROM 1330-2230 (1:30PM - 10:30PM) ON JANUARY 29, 2011. WITH EMPHASIS ON THE FOLLOWING CAMERAS:ALL WSR CAMERAS IN AREA KNOWN AS SHIFT HALLWAYIMAGES FROM THE TILT ZOOM CAMERA AT TOWER 9IMAGES FROM IMY RECEIVING AND RELEASE AREA</p>		
12-18423	<p>1. All email correspondence between (to or from) Joseph Kelley (jmkelley@doc1.wa.gov or joseph.kelly@doc.wa.gov) and any of the following from October 1, 2011 to November 30, 2011:</p> <p>a. Scott Harris - <b>NR</b></p> <p>b. Jody Gasperetti - <b>NR</b></p> <p>c. Donta Harper -13 pgs</p> <p>d. Mac Pevey - <b>NR</b></p>		
12-18424			
12-18425	<p>Any or all ECR reports for correctional officer Henderson/MCC WSRU 2nd shift, C-Unit.</p> <p>2. Any or all Staff Misconduct reports for Mr. Henderson.</p> <p>3. Any or all grievances filed on Mr. Henderson.</p> <p>Can you please clarify for me your intended meaning of all reports from all past assignments throughout the state? Time frames? Additional information needed also, we have 2 Henderson in our system Glen D. Henderson and Gregory A. Henderson please clarify.</p>		
12-18426			
12-18427			
12-18428			
12-18429			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18430	Mulligan	Cheri	Attorney	309538	1/11/2012	DOC EVERETT PDU	Jose Alvarado 309538 polygraphs from 1/1/10-9/1/11		0 New	Out of Unit										Whatcom Co. Public Defender
12-18431	Wallace	Cherie	Offender	734587	1/11/2012	DOC WCCW PDU	any/all info on investigation occurred Nov. 19 2011 involving herself	3/30/2012	3 Closed	Out of Unit		20	3.5				1.00			
12-18432	Pierce	Raven	Offender	885035	1/11/2012	DOC WCCW PDU	her 2005 J&S and global plea	4/2/2012	3 Closed	Out of Unit	46		1.5				0.50			
12-18433	Wiles	Duane	Offender	335468	1/11/2012	DOC WSP PDU	J&S and legal face sheet		0 New	Out of Unit										
12-18434	Caton	Michael	Offender	829354	1/11/2012	DOC CRCC PDU	log book entries, emails, incident reports, grievances pertaining to C/O Cunningham		0 New	Out of Unit										
12-18435	Carter	Mike	Media	313646	1/12/2012		FF for Josh Jackson 313646	1/25/2012	3 Closed	In Unit	417	417	10							The Seattle Times
12-18436	Van Hoof	Navieve	Attorney		1/12/2012	Pernula, Theresa L. "Terry" (DOC)	Records regarding the MSU at WSP, maintenance logs, etc.	4/3/2012	3 Closed	In Unit	127	127								The Law Office of Charles Lane IV
12-18437	Krebs	Maria	Attorney	867721	1/10/2012	DOC SRCJC PDU	Movement, extradition and any records pertaining to SO registration for Edward Rogers 867721		2 Waiting	Out of Unit										The Defender Association
12-18438	Morgan	David	Provider	345427	1/11/2012	DOC SRCJC PDU	J & S, PSI, polygraph exam, treatment records and psych eval (if available) for Allen Misner 345427	1/25/2012	3 Closed	Out of Unit	67		2							
12-18439	Tapia	Jesus	Offender	900895	1/11/2012	Garland, Kari A. (DOC)	Records used to get his WA ID that his CCO gave him previously	3/28/2012	3 Closed	In Unit	1	1	3				2.00			
12-18440	Laks	Justin	Offender	750696	1/11/2012		Reason he can not go past HUB and why he can't work with the dogs anymore	3/30/2012	3 Closed	In Unit	16	16	2							
12-18441	Lembcke	William	Offender	829910	1/11/2012		All records regarding DOC staff member before 2011	10/12/2012	3 Closed	In Unit	4	4	5.5							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18430		Cheri Mulligan			1/19/2012			2012-1	1/19/2012		
12-18431	Yes	Cherie Wallace	To Denise for review of redactions. 03/02/12 3/30/12 COST LETTER SENT 9/11/13 no payment received, admin closure	1/31/2012	1/19/2012			2012-1	3/5/2012		
12-18432	Yes	Raven Pierce	4/2/12 COST LETTER SENT 9/11/13 admin closure, non payment	1/31/2012	1/19/2012			2012-1	2/21/2012		
12-18433		Duane Wiles			1/19/2012			2012-1	1/19/2012		
12-18434		Michael Caton			1/19/2012			2012-1	1/19/2012		
12-18435		Mike Carter	Staff Time = 10 hours	1/24/2012	1/20/2012		FTP	2012-1	1/20/2012		
12-18436		Navieve Van Hoof	1-17-12 RS to WSP by 2-10 Rcv'd 1-27 1-30 e-mail to P. Wilson / rcrds rcv'd are resp. to only #3 of req. Rest due by 2-10 Rcv'd 1-31 2-1 e-mail to P. Wilson for rest of resp. rcrds by 2-15 Rcv'd 2-8	1/23/2012	1/20/2012			2012-1	4/30/2012	\$ 1.69	3/29/2012
12-18437		Maria Krebs	Assigned to Tammy Larson	1/13/2012	1/18/2012			2012-1	1/18/2012		
12-18438		David Morgan	assigned to Louise Love	1/13/2012	1/19/2012			2012-1	1/19/2012		
12-18439		Jesus Tapia		1/24/2012	1/19/2012			2012-1		\$ -	
12-18440		Justin Laks		1/23/2012	1/19/2012			2012-1			
12-18441		William Lembcke		1/17/2012	1/19/2012			2012-1		\$ 1.70	10/11/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18430			
12-18431		1.00	
12-18432		1.00	
12-18433			
12-18434			
12-18435	1/12/12 received request from Communications/C. Lewis  1/24/12 emailed requestor with options on how he'd like to receive records - FTP, CD, or pick up as they're too large to email  1/25/12 provided 417 of FF via FTP server.		
12-18436	2012 1-23 mailed initial response (late due to inclement weather & power outages) 3-26 mailed cost letter for 127 pgs / \$30.70 or \$1.69 3-29 rcv'd pmt of \$1 69 4-3 mailed final letter & 127 pgs on CD		9.25
12-18437			
12-18438			
12-18439	01/24/12: Mailed int 5-day letter (45/032812) (delay due to inclement weather) 01/27/12: Ordered archived CF & FF 02/09/12: Recd archived CF & FF 03/28/12: Reviewed CF & FF - only one page found that may be partially responsive (Affidavit of Facts of Birth) 03/28/12: Returned archived CF & FF 03/28/12: Mailed fin letter to requestor and enclosed the one page that may be responsive, no charge.  REQUEST CLOSED - PDU Folder to file room bin	0.00	3.00
12-18440	1/23/12 mailed int ltr (late due to inclement weather and power outages)routed to SCCC: due 2/23.25 hrs 3/29/12mailed ltr to requestor to let him know we would email the records to the email provided tomorrow. 3/30/12emailed 16 pgs w/ denialmailed corrected ltr to requestor.5 hrsCLOSED		
12-18441	1/17/2012 -five day letter mailed. -workflow sent to PDC.  3/30/2012 -Extension needed for additinal review time. Letter mailed.  5/31/2012 -located 1 page responsive (number 3) of request. Offered as first installment.  7/2/2012 -payment received for install 1. Requestor claims facility gave him issues when attempting to process payment.  7/6/2012 -doc mailed. Enjoinment will be needed for additional documents.  9/1/12 -second install cst letter sent  final sent 10/12/12	1.00	4.50

PD LOG #	Requested Items	To Do Date	To Do Status
12-18430			
12-18431			
12-18432			
12-18433			
12-18434			
12-18435	FF for Joshua Jackson #313646		
12-18436	<b>HOURS:</b> <u>2012</u> Jan. - 6.25 Feb. - 1.0 March - 2.0		Other
12-18437			
12-18438			
12-18439			
12-18440			
12-18441			

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12-18449	Leo	Timothy	DOC Staff		1/12/2012		Any correspondence regarding a DOC staff member between multple others and all documents relating to that staff member		3 Closed	In Unit										
12-18450	Bartz	George	Offender	985210	1/12/2012	Shamberg, Virginia B. (DOC)	Records regarding the cost to WA DOC to supply offenders clothing	4/24/2012	3 Closed	In Unit	1311	1311								
12-18451	Bartz	George	Offender	985210	1/12/2012	Shamberg, Virginia B. (DOC)	Records regarding egg shell mattresses and medical issuing them	2/13/2012	3 Closed	In Unit	2	2	1.25							
12-18452	Robinson	Shannon	Offender	707060	1/12/2012	DOC CRCC PDU	Any/all records regarding dog bite incident		0 New	Out of Unit										
12-18453	Fuller	Troy	Offender	337934	1/12/2012	Garland, Karl A. (DOC)	Name of DOC staff member who allegedly stole offender property, reporter and copy of article.	1/24/2012	3 Closed	In Unit	0	0	1				1.00			
12-18454	White	Matthew	Offender	823321	1/12/2012	DOC AHCC PDU	J & S and Discovery		2 Waiting	Out of Unit	63		6				6.00			
12-18455	Holmberg	Michael	Offender	741372	1/12/2012	Garland, Karl A. (DOC)	All Level I & II grievances filed at SCCC regarding retaliation and ones that were withdrawn	12/26/2012	3 Closed	In Unit	0	0	3.5				0.50			
12-18456	Miller	Scott	Offender	843546	1/12/2012	DOC CRCC PDU	J & S and Criminal history		0 New	Out of Unit										
12-18457	Stratton	Donald	Offender	313710	1/12/2012	DOC AHCC PDU	Transcripts of his telephone conversations at AHCC on January 5, 6 and 9 2012	1/19/2012	3 Closed	Out of Unit	0		1				1.00			
12-18458	Damon	Ronald	Provider	790615	1/12/2012	DOC SRCJC PDU	Ronald Damon 790615 Police report, NCO, and criminal charges	2/8/2012	3 Closed	Out of Unit	13	0.75	0.75							Navos Mental Health Solutions
12-18459	Ates	Brandon	Other Government Agency	353977	1/12/2012	DOC EVERETT PDU	Brandon Ates 353977 J&S, victim statements, investigations, and criminal history		0 New	Out of Unit										Randy Green, MA
12-18460	Dawson	Marilyn	Attorney	339284	1/12/2012	DOC SRCJC PDU	Steven Ethridge 339284 progress report info	2/24/2012	3 Closed	Out of Unit	6	6	1							Pierce Co. District Court
12-18461	Lee	Madeline	Attorney	895528	1/12/2012	Skewis, Erin K. (DOC)	Tammy Ray 895528 UA's 10/11/11-present	1/23/2012	3 Closed	In Unit							0.50			Tha Win, Attorney at Law

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18449		Timothy Leo	Closed	1/17/2012	1/20/2012			2012-1	6/7/2012		
12-18450		George Bartz	Once payment is received will add responsive pages to my report.	1/20/2012	1/20/2012			2012-1	1/20/2012	\$ 1.69	4/12/2012
12-18451		George Bartz		1/18/2012	1/20/2012			2012-1	1/20/2012	\$ 0.84	2/10/2012
12-18452		Shannon Robinson	OHR-13378		1/20/2012			2012-1	1/20/2012		
12-18453		Troy Fuller	Reply to requestor- Please note that a public disclosure request must be for a copy of an existing document, not information. You may want to contact the Walla Walla Bulletin to ask the name of the reporter and acquire a copy of the article.	1/24/2012	1/20/2012			2012-1		\$ -	
12-18454		Matthew White	CRT Sara Adams responding for AHCC Records Main	1/19/2012	1/20/2012			2012-1	1/20/2012	\$ 15.48	
12-18455		Michael Holmberg	Do not file by Retaliation. Will send under separate Email -- List of Staff Conduct and Offender Withdrawn grievances for the requested time period of 1/1/09 to 1/1/12	1/24/2012	1/20/2012			2012-1	3/8/2013	\$ -	
12-18456		Scott Miller			1/20/2012			2012-1	1/20/2012		
12-18457		Donald Stratton		1/19/2012	1/20/2012			2012-1	1/20/2012		
12-18458		Ronald Damon	5 day letter sent Assign to Tierra	1/12/2012	1/20/2012			2012-1	1/20/2012		
12-18459		Brandon Ates	OHR-13393		1/20/2012			2012-1	1/20/2012		
12-18460		Marilyn Dawson	OHR-13394, CD-2179 assigned to Levi Vidal	1/13/2012	1/20/2012			2012-1	1/20/2012	\$ -	
12-18461		Madeline Lee		1/23/2012	1/20/2012			2012-1			

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18449	<p>1/17/2012 -five day letter mailed -routing slip sent to PDC.</p> <p>3/30/2012 -No responsive records for #2/3 -enjoinment needed.. additional time needef for review. Letter mailed.</p> <p>4/3/2012 -Requestor emailed to cancel request.</p>		
12-18450	<p>Received documents from CI and Tom Georg.</p> <p>Cost letter mailed out 2/28/2012 Once payment is received will print out responsive documents from folder.</p> <p>3/26/2012 received letter from Mr. Bartz asking that we provide these documents on disk rather than paper copies. New cost letter sent 3/27/2012.</p> <p>Payment received.</p> <p>CLOSED.</p>	4.00	3.00
12-18451	<p>Will review documents and send cost letter. Received payment from Mr. Bartz along with a nasty letter.</p> <p>CLOSED.</p>		
12-18452			
12-18453	<p>01/24/12: Mailed int 5-day &amp; final letter combined. (letter late due to inclement weather/power outages)</p> <p>REQUEST CLOSED - FOLDER TO PDU FILE ROOM B N</p>		
12-18454	<p>1-19-12 Initial/cost ltr sent 1-27-12 Insufficient Funds response from Inmate Banking</p>		
12-18455	<p>01/24/12: Mailed initial 5-day letter (47/033012) (late due to inclement weather) 01/27/12: Sent RS to SCCC (due 2/17/12) 01/31/12: Per SCCC- grievance dept does not have staffing to research 12,000 files for responsive docs to this request 03/30/12: Mailed ext (46/061512) 06/15/12: Mailed ext (31/080112) 08/01/12: Mailed ext (35/092012) 08/02/12: Sent RS to HQ Grievance Unit (due 8/17/12) 08/28/12: Per Grievance Unit- no docs that are not already in Liberty ?? 09/20/12: Mailed ext (30/110112) 11/01/12: Mailed ext (30/121812) 12/19/12: Mailed ext (33/020613) 12/26/12: Sent another RS to HQ Grievance Unit (due 1/18/12) 01/00/13: Recd lists from Grievance - none for retaliation as they are not filed by retaliation. 02/06/13: Mailed status letter &amp; requested clarif. (close if no response in 30 days) 01/31/14: No clarification received - close request</p> <p>REQUEST CLOSED - PDU Folder to file room bin</p>		
12-18456			
12-18457	1-19-12 Initial/Final ltr sent		
12-18458			
12-18459			
12-18460	Sebt suc oages		
12-18461	1/23/12 - Mailed int letter - Tammy Ray has not been on DOC supervision since 2009 therefore no UA's have not been taken since then. No Records.		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18449			
12-18450	Routing slip sent to Lucienne Guyot to gathercost and prices paid to supply Sweat Pants etc.. Erin Terhune recently received a request for purchase prices of Socks, Sweat Pants etc..she is searching her request and pulling documents for my request.		
12-18451	Documents gathered from Policy Unit.		
12-18452			
12-18453	1. Name/identity of DOC staff accused of theft of offender s personal property, allegedly at home in a DOC van with alleged stolen property in his garage.  2. Name/identity of reporter who filed this story with the Walla Walla bulletin month of December 2012.  3. Copy of the newspaper article.		
12-18454			
12-18455			Other
12-18456			
12-18457			
12-18458			
12-18459			
12-18460			
12-18461			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18462	Mahe	Joy	Attorney	717373	1/12/2012	Skewis, Erin K. (DOC)	Kelly Foley 717373 CF, FF, and OMNI		3 Closed	In Unit	426						13.00			Pacific Northwest Law Offices
12-18463	Devlin	Maureen	Attorney	340719	1/12/2012	Shamberg, Virginia B. (DOC)	Conner Schierman 340719 all inventory of his property since been @ WSP	1/26/2012	3 Closed	In Unit	98	98								Law Offices of David Zuckerman
12-18464	Abel	John	Citizen		1/12/2012	Pernula, Theresa L. 'Terry' (DOC)	list of law library publications, forms available, requirements from AG		3 Closed	In Unit										
12-18465	Breeton	Angela	Attorney	913192	1/12/2012	DOC SRCJC PDU	Ronald Nichols 913192 release date for cause #001110592SEA	2/1/2012	3 Closed	Out of Unit	1		0.5							
12-18466	Walker	Rebecca	Offender	813358	1/12/2012	Schave, Gaylene R. (DOC)	her 5990 letter and TASK discharge paper	4/2/2012	3 Closed	In Unit	10		1				1.00			
12-18467	Piper	Stewart	Offender	716265	1/12/2012	Terrell, Paula L. (DOC)	docs relating to meeting with Diego Gavilanes and DOC reps around Aug/Sept 1999 @DOC office	3/21/2012	3 Closed	In Unit	1		4				2.00			
12-18468	Maxwell	Donna	Attorney	750399	1/13/2012	DOC EVERETT PDU	Brian Conrad 750399 CF, FF, and "sluff" files		0 New	Out of Unit										Federal Public Defender Office
12-18469	Cain	Wayne	DOC Staff		1/13/2012	Garland, Kari A. (DOC)	Several request items: all correspondence/communications regarding CCS Cain from Diane Ashlock, Cynthia Gay, Jeff Frice, Andy Page, Stephanie Meusborn, Brad Phillips. Also all cell phone records for several staff.	3/13/2013	3 Closed	In Unit	1105	1105	39				11.00			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18462		Joy Maher		1/19/2012	1/20/2012			2012-1			
12-18463		Maureen Devlin		1/20/2012	1/20/2012			2012-1	1/20/2012		
12-18464		John Abel	7/19  7-19-12 RS to the following by 8-19: AHCC Rcv'd CBCC Rcv'd CRCC Rcv'd MCCCCW Rcv'd MCC Rcv'd SCCC Rcv'd WCC Rcv'd WCCW Rcv'd WSP Rcv'd 7-19-12 e-mail to R. Gonzalez by 8-1 - no rcrds 8-20-12 cancelled workflow	1/17/2012	1/20/2012			2012-1	7/31/2012		
12-18465		Angela Breeton	assigned to Val	1/13/2012	1/20/2012			2012-1	1/20/2012	\$ -	
12-18466		Rebecca Walker	Erin sent intitial letter and 7 pages of 5990 with email	1/17/2012	1/20/2012			2012-1			
12-18467		Stewart Piper	3/21/12: placed PD file in bin to be filed in PD file room.	1/24/2012	1/20/2012			2012-1	3/21/2012		
12-18468		Donna Maxwell	OHR-13395, CD-2180		1/23/2012			2012-1	1/23/2012		
12-18469		Wayne Cain	Is requesting docs on CD  Will need to provide docs in installments & allow time for enjoiment for both installments Installment #1 = pages 1-376 (docs from Region) Installment #2 = Pages 377-523 (docs from IT) Installment #3 = Pages 524-1105 (docs from HR)	1/24/2012	1/23/2012		Compact Disk	2012-1		\$ -	

PD LOG #	PD Actions	PDC Hours	PDS Hours
	1/19/12 - Int emailed; Next Due: <b>3/1/12</b>  Rec'd FF from archives; 2/7/12 - Courtney scanned file File returned to archives.		
12-18462	2/28/12 - Emailed #1 \$ letter (426 pgs)		
	Routing slip sent to WSP on 1/17/2012 Documents received.  Emailed documents as attachment to Ms. Delvin on 2/2/2012  I have sent another routing slip to the institution to ask for additional information, I will get back with you by 2/7/2012. Received email regarding property records this day of 4/17/2012. spoke with policy department attached 6 pages letting Ms. Devlin know what our policy covers regarding this request.		
12-18463		1.00	1.75
	1/17/2012 -five day response emailed. 1/23/2012 -emailed Roy Gonzalez 3/13/2012 -five pages provided for #1 -emailed Roy G. about remaining parts of request. 4/23/2012 -Emailed Roy G again about #2 for this request. 5/16/2012 -Roy has been informed need to contact each facility law library. Emailed ext to requestor. Workflows sent to AHCC, CBCC, CRCC, LCC and WSP to start...  <u>2012</u> 7-19 e-mailed ext. letter 7-20 rcv'd e-mail from requestor - records are no longer needed		
12-18464			3.00
12-18465	One page sent via e-mail.		
12-18466	no discharge letter from TASC was found in her file. I sent 3 pages of the monthly progress reports from TASC.		1.00
	RS to: North West Region No responsive records  Need to check chronos, liberty etc.... 5-day letter e-mailed late due to inclement weather and power outages.  \$\$Cost letter due 3/21/12\$\$		
12-18467	3/21/12: e-mailed final letter with one page of responsive record.	3.00	
12-18468			
	01/24/12: Mailed int 5-day letter (47/033012) (letter was late due to inclement weather/power outages) 03/29/12: Mailed ext 30/051012 03/29/12: Sent RS to JMurphy (due 4/26/12) 04/26/12: Recd docs from JMurphy (384 pgs) (6 hrs time) 05/10/12: Mailed ext (33/062712) 08/31/12: Mailed ext (27/101012) 09/12/12: Sent RS to HR (due 9/28/12) 09/12/12: Sent RS to IT (due 10/3/12) 09/13/12: Mailed 19 enjoinderment packets (inst 1) (response, if any, due by 9/24/12) 09/19/12: Recd stack of docs from IT (7 hrs time rept) 09/28/12: Mailed inst 1 CD to requestor (376 pages) 10/25/12: Recd docs from HR (3.75 hrs time rept) 11/27/12: Mailed ext (39/012313) 01/11/13: Mailed 13 enjoinderment packets (inst 2) (response, if any, due by 1/22/13) 01/23/13: Mailed inst 2 CD to requestor (147 pages) 03/13/13: Mailed inst 3 CD to requestor (582 pages)  REQUEST CLOSED - PD-Portfolio done & PDU Folder to file room bin		
12-18469		16.75	22.25

PD LOG #	Requested Items	To Do Date	To Do Status
12-18462			
12-18463	You have requested documentation of Mr. Schierman s property disposition paperwork and also a current property inventory on what has been taken, stored, and destroyed since he has been at WSP. Once I have gather the documents I will send you a cost letter letting you know what amount is owed.		
12-18464	7-10-12 rcv'd file from Jerome  HOURS: 1.5 CLOSED 2012 July - 1.5		
12-18465			
12-18466			
12-18467			
12-18468			
12-18469			Other

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18470	Brown	Ronnie	Offender	753085	1/13/2012		applicable retention policies	3/16/2012	3 Closed	In Unit	1	1	1							
12-18471	Scanlan	George	Offender	776276	1/13/2012		a doc that shows who took his incoming EFV packet between 7/24/10-9/20/11		3 Closed	In Unit							0.50			
12-18472	Carpenter	Patrick	Offender	832016	1/13/2012	Shamberg, Virginia B. (DOC)	his order to withhold and deliver from DCS 2008-2012	4/9/2012	3 Closed	Out of Unit										
12-18473	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig. offender complaint #1021367	2/21/2012	3 Closed	In Unit	3	3	1.5							
12-18474	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig. complaint #1019699	2/21/2012	3 Closed	In Unit	2	2	1							
12-18475	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1019698	2/6/2012	3 Closed	In Unit	1	1	0.5							
12-18476	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1017790	2/21/2012	3 Closed	In Unit	3	3	1							
12-18477	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1017109	2/6/2012	3 Closed	In Unit	1	1	0.5							
12-18478	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint 1023372	2/13/2012	3 Closed	In Unit	1	1	0.5							
12-18479	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1024139	2/28/2012	3 Closed	In Unit	3	3	1							
12-18480	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1023341	2/28/2012	3 Closed	In Unit	2	2	1							
12-18481	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1101610	2/13/2012	3 Closed	In Unit	1	1	0.5							
12-18482	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1017110	2/13/2012	3 Closed	In Unit	1	1	0.5							
12-18483	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1022329	2/21/2012	3 Closed	In Unit	1	1	0.5							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18470		Ronnie Brown	closed 3/19/12	1/23/2012	1/23/2012			2012-1	3/31/2012	\$ 0.65	3/16/2012
12-18471		George Scanlan		1/23/2012	1/23/2012			2012-1	5/3/2012		
12-18472		Patrick Carpenter		1/25/2012	1/25/2012			2012-1	1/25/2012		
12-18473		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18474		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18475		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18476		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18477		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18478		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18479		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18480		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18481		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18482		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18483		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18470	1/23/12 sent RS to CRCC, DUE 2/21/12 1/23/12 mailed int ltr 2/21/12 mailed \$ ltr (1pp/\$0.65) 3/16/12 rec'd payment 3/19/12 mailed rocd		0.50
12-18471	1/23/12 mailed int ltr routed to SCCC: due 2/24.25 time 3/29/12 ext ltr mailed NR from SCCC routed to MCC & CBCC: due 4/27 5/3/2012 Final ltr mailed. Request closed.		
12-18472		0.50	1.00
12-18473	<u>2012</u> 1-23 mailed initial response 2-6 mailed clarification letter 2-21 e-mailed final letter & 3 pgs		
12-18474	<u>2012</u> 1-23 mailed initial response 2-6 mailed clarification letter 2-21 e-mailed final letter & 2 pgs		
12-18475	<u>2012</u> 1-23 mailed initial response 2-6 e-mailed final letter & 1 pg		
12-18476	<u>2012</u> 1-23 mailed initial response 2-6 mailed clarification 2-21 e-mailed final letter & 3 pgs		
12-18477	<u>2012</u> 1-23 mailed initial response 2-6 e-mailed final letter & 1 pg		
12-18478	<u>2012</u> 1-23 mailed initial response 2-13 e-mailed final letter & 1 page		
12-18479	<u>2012</u> 1-23 mailed initial response 2-13 mailed letter of clarification 2-21 rcv'd letter of clarification 2-28 e-mailed final letter & 3 pgs		
12-18480	<u>2012</u> 1-23 mailed initial response 2-13 mailed clarification letter 2-28 e-mailed final letter & 2 pgs		
12-18481	<u>2012</u> 1-23 mailed initial response 2-13 e-mailed final letter & 1 page		
12-18482	<u>2012</u> 1-23 mailed initial response 2-13 e-mailed final letter & 1 page		
12-18483	<u>2012</u> 1-23 mailed initial response 2-21 e-mailed final letter & 1 page		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18470			
12-18471	records showing the date, time and staff member who intercepted inmate George Scanlan s, #776276, incoming mail (EFV packet) from melissa Scanlan 11015 24 St. E., Edgewood, WA 98372, between 7/24/2010 and 9/20/2011.	#####	Review
12-18472	Routing slip sent to PDC Ms. Feliciano. to gather documents regarding order to withhold and deliver from DCS time frame to include 2008-2012. <b>CLOSED.</b>		
12-18473	<b>HOURS: 1.5</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 1.25		
12-18474	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 0.75		
12-18475	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 0.25		
12-18476	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 0.75		
12-18477	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 0.25		
12-18478	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 0.25		
12-18479	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 0.75		
12-18480	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 0.75		
12-18481	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 0.25		
12-18482	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 0.25		
12-18483	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Jan. - 0.25 Feb. - 0.25		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18484	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1021830	2/28/2012	3 Closed	In Unit	5	5	1							
12-18485	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1021858	2/28/2012	3 Closed	In Unit	3	3	1							
12-18486	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1102581	2/28/2012	3 Closed	In Unit	2	2	1							
12-18487	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1100080	2/28/2012	3 Closed	In Unit	2	2	1							
12-18488	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1026383	2/21/2012	3 Closed	In Unit	1	1	0.5							
12-18489	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig complaint #1022801	2/21/2012	3 Closed	In Unit	1	1	0.5							
12-18490	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig. complaint #101711	2/28/2012	3 Closed	In Unit	2	2	0.75							
12-18491	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig. complaint #1017125	2/28/2012	3 Closed	In Unit	3	3	0.75							
12-18492	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig. complaint #1018731	2/28/2012	3 Closed	In Unit	1	1	0.75							
12-18493	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig. complaint #1020504	2/28/2012	3 Closed	In Unit	5	5	0.75							
12-18494	Lindbeck	Anton	Offender	996653	1/13/2012	Pernula, Theresa L. 'Terry' (DOC)	orig. complaint #1021368	2/28/2012	3 Closed	In Unit	2	2	0.75							
12-18495	Beck	Karen	Citizen	316475	1/13/2012	Schave, Gaylene R. (DOC)	Records regarding Timothy Wininger 316475 cell was searched and why he was put in ad-seg for misconduct	3/22/2012	3 Closed	In Unit	11	11	1.5				1.50			
12-18496	Wambsgans	Sheryl	Attorney	322462	1/13/2012		Sanction records for Devin Quinney 322462	2/28/2012	3 Closed	In Unit	89	89	4.5							Montana State Public Defender
12-18497	Feinson	Samuel	Attorney	828528	1/13/2012	DOC WCC PDU	Record of any hold placed on David Jackson 828528 before Nov. 17, 2011		0 New	Out of Unit										Society of Counsel Representing Accused Persons
12-18498		Amy	Provider	826962	1/13/2012	DOC SRCJC PDU	J & S, criminal history and incident report that caused him to require treatment		1 Open/In-Progress	Out of Unit										ACT&T

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18484		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18485		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18486		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18487		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18488		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18489		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18490		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18491		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18492		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18493		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18494		Anton Lindbeck		1/23/2012	1/23/2012			2012-1	2/29/2012		
12-18495		Karen Beck		1/23/2012	1/23/2012			2012-1			
12-18496		Sheryl Wambsgans	closed 2/28/12	1/23/2012	1/23/2012			2012-1	2/29/2012	\$ -	
12-18497		Samuel Feinson			1/23/2012			2012-1	1/23/2012		
12-18498		Amy			1/23/2012			2012-1	1/23/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18484	<u>2012</u> 1-23 mailed initial response 2-21 mailed clarification letter 2-28 mailed final letter & 5 pgs		
12-18485	<u>2012</u> 1-23 mailed initial response 2-21 mailed clarification letter 2-28 e-mailed final letter & 3 pgs		
12-18486	<u>2012</u> 1-23 mailed initial response 2-21 mailed clarification letter 2-28 e-mailed final letter & 2 pgs		
12-18487	<u>2012</u> 1-23 mailed initial response 2-21 mailed clarification letter 2-28 e-mailed final letter & 2 pgs		
12-18488	<u>2012</u> 1-23 mailed initial response 2-21 e-mailed final letter & 1 page		
12-18489	<u>2012</u> 1-23 mailed initial response 2-21 e-mailed final letter & 1 page		
12-18490	<u>2012</u> 1-23 mailed initial response 2-28 e-mailed final letter & 2 pgs		
12-18491	<u>2012</u> 1-23 mailed initial response 2-28 e-mailed final letter & 3 pgs		
12-18492	<u>2012</u> 1-23 mailed initial response 2-28 e-mailed final letter & 1 pg		
12-18493	<u>2012</u> 1-23 mailed initial response 2-28 e-mailed final letter & 5 pgs		
12-18494	<u>2012</u> 1-23 mailed initial response 2-28 e-mailed final letter & 2 pgs		
12-18495	3/22/12 sent 11 pages via email.	0.75	
12-18496	1/23/12 emailed int & fin#1 with 89 pp OMNI/Liberty rcds 1/25/12 requestor asked for audio hearing recording 1/26/12 sent RS to SRCJC for hrg recordings, DUE 2/16/12 1/26/12 emailed ext 1/31/12 rec'd audio hearing recording 2/17/12 rec'd consent; requestor sending CD and prepaid env for hearing CD 2/27/12 rec'd CD and prepaid env 2/28/12 mailed CD	1.00	
12-18497			
12-18498	5 day letter sent Assigned to JaDean Privette.		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18484	HOURS: 1.0 CLOSED 2012 Jan. - 0.25 Feb. - 0.75		
12-18485	HOURS: 1.0 CLOSED 2012 Jan. - 0.25 Feb. - 0.75		
12-18486	HOURS: 1.0 CLOSED 2012 Jan. - 0.25 Feb. - 0.75		
12-18487	HOURS: 1.0 CLOSED 2012 Jan. - 0.25 Feb. - 0.75		
12-18488	HOURS: 0.5 CLOSED 2012 Jan. - 0.25 Feb. - 0.25		
12-18489	HOURS: 0.5 CLOSED 2012 Jan. - 0.25 Feb. - 0.25		
12-18490	HOURS: 0.75 CLOSED 2012 Jan. - 0.25 Feb. - 0.5		
12-18491	HOURS: 0.75 CLOSED 2012 Jan. - 0.25 Feb. - 0.5		
12-18492	HOURS: 0.75 CLOSED 2012 Jan. - 0.25 Feb. - 0.5		
12-18493	HOURS: 0.75 CLOSED 2012 Jan. - 0.25 Feb. - 0.5		
12-18494	HOURS: 0.75 CLOSED 2012 Jan. - 0.25 Feb. - 0.5		
12-18495			
12-18496			
12-18497			
12-18498			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18499	Standley	Keven	Other Government Agency	838196	1/13/2012	Shamberg, Virginia B. (DOC)	Dates, locations of incarceration and all I/C & O/G phone calls from June 2008 to November 2009	1/30/2012	3 Closed	In Unit	43	43								US Department of Labor
12-18500	Prince	Edward	Other Government Agency		1/10/2012		Two investigations involving Christina Abbey		3 Closed	In Unit	291	291	5				0.25			WA State Commission on African American Affairs
12-18501	Shaw	Denise	Citizen	811289	1/17/2012	Riley, Robin L. (DOC)	Hearing held on 1-3-2012 regarding ER for Stephen Farris 811289	2/29/2012	3 Closed	Out of Unit			5				5.00			
12-18502	Bonds	Katie	Citizen		1/17/2012		Visiting guidelies, procedures and policies for WSP		3 Closed	In Unit	122	122	4				2.00			
12-18503	Smith	Lawrence	Offender	863068	1/17/2012	DOC CCCC PDU	Infraction group No. 14 at CCCC on -15-2011, any CI/statements		3 Closed	Out of Unit	30						4.00			
12-18504	Elliott	Jacob	Offender	344676	1/17/2012	DOC WSP PDU	J & S		0 New	Out of Unit										
12-18505	Russell	Ana	Attorney	837267	1/17/2012	DOC WSP PDU	Dates and charges for Robert Agli 837267 from 9-1-2010 to 12-31-2010		0 New	Out of Unit										Federal Defenders of Eastern Washington and Idaho
12-18506	Maynes	Lisa	Attorney	779281	1/17/2012	Garland, Kari A. (DOC)	Academic and school records & medical for Alexander Oliver 779281	5/10/2012	3 Closed	In Unit	6	6	3.5		Yes		0.50			The Zalkin Law Firm

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18499		Keven Standley		1/23/2012	1/23/2012			2012-1	1/23/2012		
12-18500		Edward Prince		1/17/2012	1/18/2012			2012-1	4/25/2012		
12-18501	Yes	Denise Shaw		1/27/2012	1/24/2012			2012-1	2/23/2012		
12-18502		Katie Bonds	CLOSED	1/17/2012	1/24/2012			2012-1	3/9/2012		
12-18503		Lawrence Smith	No Response from the offender. Case closed	1/24/2012	1/24/2012			2012-1	1/24/2012	\$ 7.90	
12-18504		Jacob Elliott			1/24/2012			2012-1	1/24/2012		
12-18505		Ana Russell			1/24/2012			2012-1	1/24/2012		
12-18506		Lisa Maynes	OHR-13429 Signed Release	1/27/2012	1/24/2012			2012-1		\$ 1.65	4/30/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18499	Documents received from MCC Documents received from OCC Documents received from WCC  Emailed documents as attachment to Mr. Standley.  <b>CLOSED.</b>		
12-18500	1/17/12 emailed int ltr 25 hrs 3/22/12 ext ltr emailed 4/12/12 emailed requestor, asked if he wanted to wait for enjoinder to be up or if he wanted the non-enjoined materials. 4/13/12 per requestor - please send non-enjoined records. 4/16/12non-enjoined records mailed on cd (291 pgs)enjoinder mailed : due 4/25 4/26/12complete copy mailed on cdCLOSED		
12-18501	1/23/12 - Emailed int. Asked for clarification 1/24/12 - Rec'd clarification 1/26/12 - Sent response; Next Due: <b>3/23/12</b> I spoke with Denise and ESR and it looks like the records being requested are all ISRB records. Therefore, this request will be reassigned to ISRB (Robin Riley). I emailed Robin with info about the request and all supporting records (emails w/ requestor and original request).  1/25/2012 - Sent hearing recording. 1/26/2012 - First Response to request for ISRB File sent. Will send copy of ISRB file by February 24, 2012.  2/24/2012 - Sent e-mail to requestor - will need additional 3 days to complete request. Will send electronic copy of file by February 29, 2012. 2-29-2012 - Put electronic offender file in mail to requestor.	5.00	
12-18502	1/17/2012 -five day response emailed.  3/7/2012 -emailed 60 pages of policies -routing slip to WSP for any additional docs  4/26/2012 -emailed additional 62 pages	1.00	1.00
12-18503	1/24 Initial Letter 2/17 Second Letter 2/24 Cost letter		
12-18504			
12-18505			
12-18506	01/27/12: Mailed int 5-day letter (43/032912) 01/27/12: Ordered archived CF & FF 02/09/12: Recd archived CF & FF 02/23/12: Reviewed CF/FF-copied/scanned responsive docs 02/23/12: Returned archived CF & FF 03/29/12: Mailed \$ cost letter (6 pgs / \$1.65) 04/30/12: Recd \$ 05/10/12: Mailed docs - request closed  REQUEST CLOSED - PDU folder to file room bin		3.50

PD LOG #	Requested Items	To Do Date	To Do Status
12-18499	Routing slips sent to MCC/OCC and WCC		
12-18500			
12-18501	Clarification: 1. Audio Hearing for Steven Farris #811289 2. Supporting documents used in the hearing and 3. Records related to the hearing		
12-18502			
12-18503	Hearing Packet from L Huntley (.75) Investigation Report R. Rensberger (.25) Review by Vaughan (1hr)		
12-18504			
12-18505			
12-18506			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18522	Blake	Lori	Other Government Agency	738102	1/23/2012	DOC ES1 PDU	UA results/dirty UAs		3 Closed	Out of Unit	2	2	0.5							DSHS
12-18523	Barcus	Brittany	Citizen		1/23/2012	Schave, Gaylene R. (DOC)	Psych eval for non-DOC Staff member Andre Oakley		3 Closed	In Unit							0.50			
12-18524	Sciola	Jennifer	Attorney		1/23/2012	Skewis, Erin K. (DOC)	All job descriptions and duties for every position/job with the CRU	5/17/2012	3 Closed	In Unit	483	483								Messina Bulzomi Christensen
12-18525	Whittington	Edward	Offender	872068	1/23/2012	DOC AHCC PDU	Reciept for keyboard issued in 12-2006 thru 1-2007	3/8/2012	3 Closed	Out of Unit	1	1	3.3				1.30			
12-18526	Malone	Calvin	Offender	702364	1/23/2012	Schave, Gaylene R. (DOC)	All records regarding investigation into "attempted escape planning"		3 Closed	In Unit	334	334	54							
12-18527	Sciola	Jennifer	Attorney		1/23/2012	Skewis, Erin K. (DOC)	All policies/directives regarding escape of prisoners from any form of confinement	10/22/2012	3 Closed	In Unit	171	171	10				1.00			Messina Bulzomi Christensen
12-18528	Spicer	John	Offender	835708	1/23/2012	Shamberg, Virginia B. (DOC)	All letters and grievances sent by himself to the grievane co-ordinator and WCC between 4-15-2010 to 6-8-2010	2/16/2012	3 Closed	Out of Unit			2				0.75			
12-18529	Altum	Roger	Offender	904982	1/23/2012		Chronos, OBTS, classification review records, etc.		3 Closed	In Unit	12						0.75			
12-18530	Donley	Joshua	Offender	947511	1/23/2012	DOC CBCC PDU	All money receipts for legal copies at CBCC for 2011		3 Closed	Out of Unit	7		1				1.00			
12-18531	Beasley	David	Offender	783276	1/23/2012	Shamberg, Virginia B. (DOC)	Every phone number that has been called from his IPIN number for last two years	2/22/2012	3 Closed	In Unit	5	5	1.5							
12-18532	Kendig	Brady	Offender	351214	1/23/2012	DOC WCC PDU	Central File		0 New	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18522		Lori Blake	CD-2195		1/30/2012			2012-1	1/30/2012		
12-18523		Brittany Barcus		1/26/2012	1/30/2012			2012-1			
12-18524		Jennifer Sciola	We have no records pertaining to this request in Prisons Command B.	1/24/2012	1/30/2012			2012-1		\$ 106.95	5/17/2012
12-18525		Edward Whittington	1-30-12 AHCC rcv'd request.	1/30/2012	1/30/2012			2012-1	1/30/2012	\$ 0.65	3/7/2012
12-18526		Calvin Malone		1/25/2012	1/30/2012			2012-1		\$ 73.65	5/14/2012
12-18527		Jennifer Sciola		1/24/2012	1/30/2012			2012-1			
12-18528		John Spicer		1/30/2012	1/30/2012			2012-1	1/30/2012		
12-18529		Roger Altum	OHR-13449 WAITING FOR PAYMENT 18529	1/25/2012	1/30/2012			2012-1	4/12/2012	\$ 3.05	
12-18530		Joshua Donley	2/6/14 file closed, never received funds.	1/27/2012	1/30/2012			2012-1	1/30/2012		
12-18531		David Beasley		1/30/2012	1/30/2012			2012-1	1/30/2012	\$ 1.45	2/21/2012
12-18532		Brady Kendig	OHR-13450		1/30/2012			2012-1	1/30/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18522	E-mailed 2 pages of UA chronos to requestor on 1/27/12.		
12-18523	This requestor left a phone number that is not useable. No fax number or no mailing addressed was attached to request.		
12-18524	1/24/12 -Mailed int response; Next Due: <b>3/21/12</b> -RS to Tom Fithian, Sherry Jones, Cindy Pennington and Vicki Loete. I pulled Escape policies, attachements, memos, etc from Inside DOC  3/19/12 - Mailed #1 \$  3/29/12 - Rec'd payment; mailed records; Next Due: <b>5/17/12</b>  5/10/12 - Mailed #2 \$ letter (285 pgs) 5/17/12 - Rec'd \$; Mailed records; final letter	1.50	6.70
12-18525	1-30-12 Initial/cost ltr sent 3-7-12 Inmate banking processed payment 3-8-12 Final ltr w/documents sent	3.30	
12-18526		41.50	13.00
12-18527	1/24/12 -Mailed int; Next due: <b>3/20/12</b> -RS to HQ HR  3/19/12 - Mailed #1 \$ letter 3/29/12 - Rec'd payment; mailed records; next due <b>5/18</b> 5/10/12 - Mailed ext letter; Next due <b>6/29/12</b> 6/29/12 - Mailed ext letter; Next Due <b>08/20/12</b> 8/14/12 - Mailed ext letter; Next Due <b>10/4/12</b> Waiting on Denise's review 10/4/12 - Mailed ext letter; Next Due <b>11/30/12</b>  Denise completed review 10/10/12 - Mailed #2 \$ letter (23 pgs)  10/22/12 - Recd payment; mailed records, denial and final letter	2.00	7.00
12-18528	Routing slip sent to PDC WCC and CBCC.  CBCC have <b>no</b> responsive records for this request. WCC have <b>no</b> responsive records for this request.  Also checked with Tamara Rowden/no responsive records for April 15, 2010 through June 8, 2010.  <b>CLOSED.</b>		
12-18529	1/23/2012 -Five day letter mailed -workflow sent to MCC for #4.  2/14/2012 first installment - 12 pages offered. cost letter mailed.  3/6/2012 -received letter from requestor asking not to do installment process.  3/12/2012 -mailed response letter to requestor citing RCW 42 56.120		
12-18530	5 day letter sent 1/27/12. Cost letter sent 1/30/12.		
12-18531	Routing slip sent to PDC SCCC/Documents received. <b>CLOSED.</b>	0.75	
12-18532			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18522			
12-18523			
12-18524	CRU is CCD and under Jim Harms. CRU is not prisons based.  all job descriptions and duties for ever position/job within the Community Response Unit (CRU). You would like this to include, but not limited to, all specialists, members, staff and administrative positions.	#####	Review
12-18525			
12-18526	Investigation into the allegations of Malone's attempted escape plan Nov. 10, 2011 to Jan. 10,2012.		
12-18527	all policies and directives regarding escape of prisoners from/type any form of confinement to include but not limited to prisons, county jails, federal prisons and city jails.		
12-18528	You have requested disclosure of records regarding copies of letters and grievances sent by you to the Grievance Coordinators office and the Washington Correction Center between April 15, 2010 through June 8, 2010.		
12-18529			
12-18530			
12-18531	You have requested a complete print out of every phone number that has been called from your personal inmate phone account in the last 2 years.		
12-18532			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18533	Anderson	Michael	Offender	865766	1/23/2012	Terrell, Paula L. (DOC)	Records regarding JPay		3 Closed	In Unit	30						3.00			
12-18534	Nordlund	Frank	Offender	912173	1/23/2012		Date and time multiple door locks were "de-activated"		2 Waiting	In Unit	665	665					0.25			
12-18535	Nordlund	Frank	Offender	912173	1/23/2012		Date & Time multiple units were placed on modified movement		2 Waiting	In Unit							0.25			
12-18536	Nordlund	Frank	Offender	912173	1/23/2012		Date & Time multiple units formal, informal picture card counts on 6-29-2011		2 Waiting	In Unit							0.25			
12-18537	Nordlund	Frank	Offender	912173	1/23/2012		CBCC schematic of multiple units	6/14/2012	3 Closed	In Unit	2	2	1.75							
12-18538	Nordlund	Frank	Offender	912173	1/23/2012		The name, work title and rank for staff in multiple units		3 Closed	In Unit	158		4.5							
12-18539	Nordlund	Frank	Offender	912173	1/23/2012		The name, DOC No., and cell assignment of every offender housed in multiple units	6/15/2012	3 Closed	In Unit	102	102	1							
12-18540	Nordlund	Frank	Offender	912173	1/23/2012		DOC policy concerning offender access to bathroom when housed in "dry cells"		3 Closed	In Unit							0.25			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18533		Michael Anderson	8/7/12: This request has been closed due to non-payment.	1/30/2012	1/30/2012			2012-1	1/30/2012		
12-18534		Frank Nordlund		1/30/2012	1/30/2012			2012-1	2/19/2013		
12-18535		Frank Nordlund		1/30/2012	1/30/2012			2012-1	2/19/2013		
12-18536		Frank Nordlund		1/30/2012	1/30/2012			2012-1	2/19/2013		
12-18537		Frank Nordlund	mail to Arlie Nordlund 4046 East I ST Tacoma WA 98404-2930	1/30/2012	1/30/2012			2012-1		\$ 0.85	
12-18538		Frank Nordlund		1/30/2012	1/30/2012			2012-1			
12-18539		Frank Nordlund	<b>Note:</b> The date range in item "a" of your request (6/28/2011-7/9/2011) is included in the date range of item "b" (6/28/2009-1/16/2012) so they will be provided as one	1/30/2012	1/30/2012			2012-1			
12-18540		Frank Nordlund		1/30/2012	1/30/2012			2012-1			

PD LOG #	PD Actions	PDC Hours	PDS Hours
	<p>NI&amp;\$ mailed.</p> <p><b>Number of Pages</b> 30 x 20 \$6.00 <b>Postage</b> + \$1.70 <b>Total Cost</b> = \$7.70 If installment one is paid for then see email from Devon regarding obtaining the other information/records.</p>		
12-18533	If P pays see Devon Schrum's email in Outlook regarding this request.		
12-18534	1/30/12 int ltr mailedrouted to CBCC: due 3/1/12 25 hrs 5/9/12 \$1 ltr mailed (300 pgs responsive to this request, & 18535 & 18536) 6/18/12 explanation ltr mailed - records all responsive to all three requests, if he wants it seperately, he'll get duplicate & triplicate records. 8/6/12 sent copy of 6/18/12 explanation ltr as requestor didn't receive it - said he hasn't recieved anything since 5/9/12 cost letter. 10/8/12 inst 1 mailed - 303 pgs (no charge for 3 divider pages) 10/30/12 mailed 5 day ext 11/7/12 \$2 ltr mailed (365 pgs responsive to this request, & 18535 & 18536) 1/4/13 records mailed 2/19/13\$ ltr 3 mailed (626 pgs responsive to this request, & 18535 & 18536)5 hrs		
12-18535	1/30/12 int ltr mailedrouted to CBCC: due 3/1.25 time 3/29/12ext ltr mailedmore time needed by CBCC 25 hrs 5/9/12 inst 1 offered under PDU-18534 6/18/12 explanation ltr mailed - records all responsive to all three requests, if he wants it seperately, he'll get duplicate & triplicate records. 8/6/12 sent copy of 6/18/12 explanation ltr as requestor didn't receive it - said he hasn't recieved anything since 5/9/12 cost letter. 10/8/12 inst 1 provided under PDU-18534: 303 pgs 10/30/12 mailed 5 day ext 11/7/12 \$2 ltr mailed (365 pgs responsive to this request, & 18535 & 18536) 1/4/13 records mailed 2/19/13\$ ltr 3 mailed (626 pgs responsive to this request, & 18535 & 18536)5 hrs		
12-18536	1/30/12 int ltr mailedrouted to CBCC 25 hrs 3/29/12ext ltr mailedmore time needed by CBCC 25 hrs 5/9/12 inst 1 offered under PDU-18534. 6/18/12 explanation ltr mailed - records all responsive to all three requests (18534, 18535, 18536), if he wants it seperately, he'll get duplicate & triplicate records. 8/6/12 sent copy of 6/18/12 explanation ltr as requestor didn't receive it - said he hasn't recieved anything since 5/9/12 cost letter. 10/8/12 inst 1 provided under PDU-18534: 303 pgs 10/30/12 mailed 5 day ext 11/7/12 \$2 ltr mailed (365 pgs responsive to this request, & 18535 & 18536) 1/4/13 records mailed 2/19/13\$ ltr 3 mailed (626 pgs responsive to this request, & 18535 & 18536)5 hrs		
12-18537	1/25/12 int ltr mailedrouted to CBCC: due 3/1.25 hrs 3/29/12mailed \$ ltr - 2 pgs (+ 4 w/h) 25 hrs 6/14/12 records mailed CLOSED	1.25	0.50
12-18538	1/30/12 int ltr mailedrouted to CBCC: due 3/1.25 hrs 3/29/12\$ ltr mailed -158 pgs.25 hrs 6/14/12mailed fin ltr & records - 158 pgsCLOSED	4.00	0.50
12-18539	1/30/12 int ltr mailedrouted to CBCC 25 hrs 3/29/12\$ ltr mailed - 102 pgs 25 hrs 6/15/12records mailedclosed	0.50	0.50
12-18540	1/30/12 int ltr mailedrouted to Policy & CBCC: due 3/1 25 hrs 3/29/12\$ ltr mailed - inst 1 - 26 pgs 25 hrs 6/15/12mailed inst 1\$ ltr for inst 2 included (22 pgs)	1.25	

PD LOG #	Requested Items	To Do Date	To Do Status
12-18533			
12-18534	records showing the date and time the following units cell door locks were deactivated and then reactivated; between 12 00 am 6/29/2009 and 12:00 am 1/16/2012: CBCC/MSC – OM 3 & OM5 control points for: 1. G-Unit 2. H-Unit 3. I-Unit 4. J-Unit		Prep Records
12-18535	Unit log book entries showing the date and time CBCC/MSC G, H, I, & J Units were • placed on modified movement, restricted movement, or lockdown status • taken off of modified movement, restricted movement, or lockdown status between 12:00 am 6/29/2009 and 12 00 am 1/16/2012.		Prep Records
12-18536	Unit log book entries and count sheets showing formal, informal, and picture card counts for all CBCC/MSC G, H, I, & J Units, including: • Date and time count started • The official offender count • Date and time the count cleared between 12:00 am 6/29/2009 and 12 00 am 1/16/2012.		Prep Records
12-18537	Schematic of CBCC- MSC G, H, I, & J Units with the “Physical Plant Compliance” form showing communal toilet, urinal, and washbasin ration for the occupancy load (cell #) of each unit or the MSC facility as a whole.		
12-18538	The following for all employees assigned to CBCC/ MSC G, H, I, & J Units: • Full name • Rank/position • Official DOC title • Date and shift worked between 10:00 pm 6/28/2011 and 10:00 pm 7/8/2011.		
12-18539	The following for all offenders housed in CBCC/ MSC G, H, I, & J Units between 6/28/2009 and 1/16/2012: • Full name • DOC number • Cell assignment		
12-18540	1. DOC policy defining offender access to the bathroom when housed in “dry cells”.  2. CBCC- MSC policy, field instruction, and/or operating procedure defining offender access to the bathroom when housed in “dry cells”.		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18551	Beachem	David	Offender	927202	1/23/2012	Shamberg, Virginia B. (DOC)	All of his work records from 209 to 2011 while he was incarcerated	7/19/2012	3 Closed	In Unit	4		2							
12-18552	Colbert	Marjorie	Citizen		1/23/2012	Garland, Kari A. (DOC)	Records regarding the amount of money for staff dining/food at SCCC	6/28/2012	3 Closed	In Unit	22	0	3.5				0.50			
12-18553	Covarrubias	Cesar	Offender		1/23/2012	Terrell, Paula L. (DOC)	Hispanic culture event ideo and photos from Oct. 2011		3 Closed	In Unit							2.00			
12-18554	Tsai	Yung-Cheng	Offender	821442	1/23/2012	Skewis, Erin K. (DOC)	Any records made by the departmet related to the search of requested records in PDU-17473		3 Closed	In Unit	74	74	3.8				1.50			
12-18555	Lipinski	John	Offender	893835	1/23/2012	DOC AHCC PDU	All records regarding legal mail log tracking his legal mail entry on 10-13-2011	2/13/2012	3 Closed	Out of Unit	1	1	1.3				2.30			
12-18556	Harris	Damien	Offender	713339	1/23/2012	Terrell, Paula L. (DOC)	Law library hours for multiple facilities		3 Closed	In Unit	9		4				2.00			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18551		David Beachem		1/30/2012	1/30/2012			2012-1	1/30/2012	\$ 1.25	
12-18552		Marjorie Colbert	<p>Requested <b>clarification</b>:</p> <p>*Time frame for the documentation requested.</p> <p>*What specific documentation is being requested in item #4- intended meaning of business transactions ...</p> <p>copies of all invoices for food purchases?</p> <p><b>Clarification</b> =time frame is from 1/1/11 – 12/1/11.</p> <p>I interpret her clarification to be that she is seeking only the disclosure of all invoices for food purchases of food for SCCC staff or SCCC CI staff. I informed her of my interpretation &amp; stated if it is incorrect, please write to me at the address below; otherwise, I will gather the above invoices.</p> <p>Note: her clarification stated to send her the items she has marked. she only marked item #4 &amp; provided the time frame. I need only gather docs responsive to item #4.</p>	1/30/2012	1/30/2012		Photocopy	2012-1		\$ -	
12-18553		Cesar Covarrubias	8/7/12: This request has been closed due to non-payment.	1/30/2012	1/30/2012			2012-1	1/30/2012		
12-18554		Yung-Cheng Tsai		1/25/2012	1/30/2012			2012-1			
12-18555		John Lipinski		1/30/2012	1/30/2012			2012-1	1/30/2012	\$ 0.65	2/8/2012
12-18556		Damien Harris	8/7/12: This request has been closed due to non-payment.	1/30/2012	1/30/2012			2012-1	1/30/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18551	<p>Routing slip sent to PDC Barb Wilson. Cost letter sent 2/21/2012 Received a phone call from Mr. Beachem asking for only time sheets cost letter he stated seemed like to many responsive documents.</p> <p>2/22/2012 resending additional routing slip.</p> <p>Kelly Reinitz located additional records/new cost letter sent out 3/12/2012.</p> <p>Closing interest /past 30 days.</p> <p>CLOSED.</p>	4.00	
12-18552	<p>01/30/12: Mailed int 5-day letter &amp; requested clarification (time frame &amp; item #4) 02/06/12: Recd clarification- (only wants item 4 &amp; provided time frame) 02/14/12: Mailed letter ack clarification &amp; setting time frame (65/051612) 04/26/12: DV received phone call inquiring on the status of the request 05/02/12: Sent RS to SCCC (due 5/16/12) 05/03/12: Left VM with requestor re status of request 05/15/12: SCCC requested extension to gather docs (due 5/31/12) (recd 1 emal w/amt of meal tickets recd) 05/16/12: Mailed ext (30/062812) 05/29/12: Recd docs from SCCC 06/28/12: Mailed \$ cost letter (22 pgs / \$5.90) 03/15/13: REQUEST CLOSED DUE TO NON-PAYMENT PDU FOLDER TO FILE ROOM BIN</p>	1.00	2.50
12-18553	<p>RS to:</p> <p>MCC:Tape received and placed in PD file.</p> <p>\$\$Cost letter due 5/2/12\$\$</p> <p>3/9/12: Cost letter mailed:</p> <p>CD, actual cost \$0.79 x 1 \$0.79 Postage + \$0.90 Total Cost = \$1.69 When \$ is received a CD of the photos will need to be made.</p>		
12-18554	<p>1/25/12 - Mailed initial letter; Next Due: 3/15/12 RS to: WSP, WCC, Risk Manage Emailed 47 pages toyungchengtsai@gmail com andbetsy@nwirp.org as requested Rec'd records from WCC</p> <p>2/15/12 - Emailed 2nd install to above listed email addresses; mailed final letter to requestor. File Closed.</p>		
12-18555	<p>1-30-12 Initial/cost ltr sent 2-8-12 Sent payment to i/b 2-13-12 Inmate banking receipt rcv'd 2-13-12 Final ltr w/documents sent</p>		
12-18556	<p>RS to:SCCC Recrods received and saved in OutlookAHCC:Received and saved in OutlookWSP Received and saved in OutlookMCC: received and saved in OutlookWCC:CRCC: records received and saved in Outlook.</p> <p>\$\$cost letter due 3/7/12\$\$</p> <p>3/7/12: \$ letter mailed:</p> <p>Number of Pages 9 x 20 \$1.80 Postage + \$1.10 Total Cost = \$2.90</p>		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18551	You have requested disclosure of all your DOC work records from 2009-2011when you were incarcerated.		
12-18552	1. Documentation reflecting the amount spent on food for staff dining at SCCC monthly. 2. Documentation reflecting the amount received from correction officers and correctional industries employees for food in the staff dining at SCCC monthly. 3. Documentation reflecting the amount of money allowed in the monthly budget for staff dining at SCCC. 4. Any documents electronically filed or otherwise filed on any and all business transactions done on buying or selling of food to SCCC staff or correctional industries staff.		
12-18553			
12-18554			
12-18555			
12-18556			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18557	Wilson	Robert	Offender	861542	1/23/2012	Schave, Gaylene R. (DOC)	Nutritional facts for the food served at SCCC		3 Closed	In Unit	95	95	3.75							
12-18558	Heggem	Larry	Offender	259763	1/23/2012		Pictures of his head, arm and legs injuries occurred at MCC-IMU		3 Closed	In Unit	19						5.00			
12-18559	Francis	Shawn	Offender	749717	1/23/2012		emais sent from Anne Guzman and Risa Klemme	1/30/2012	3 Closed	In Unit			0.5							
12-18560	Tefferi	Ashenafi	Offender	328102	1/23/2012		Trust account statements from 2010-2012		2 Waiting	In Unit	18		1							
12-18561	Black	Bobby	Offender	871759	1/23/2012	Shamberg, Virginia B. (DOC)	WSP alternate meal menu for all four weeks		3 Closed	In Unit	4		1.25							
12-18562	Lowrey	Tony	Offender	305568	1/23/2012	DOC AHCC PDU	J & S	2/14/2012	3 Closed	Out of Unit	11	11	3				3.00			
12-18563	Ureno	Alejandra	Offender	891969	1/23/2012	DOC CRCC PDU	Police reports, discoveries related to his cases		0 New	Out of Unit										
12-18564	Zacherle	Brian	Offender	330753	1/23/2012	DOC AHCC PDU	Incident at AHCC between Brian Zacherk 752986 and Tappe Nunu 330753	2/17/2012	3 Closed	Out of Unit	0		2				2.00			
12-18565	Woodward	Terry	Offender	829272	1/23/2012	DOC AHCC PDU	Correspondence between multiple AHCC staff members	4/3/2012	3 Closed	Out of Unit	5	5	3.3				0.30			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18557		Robert Wilson		1/25/2012	1/30/2012			2012-1		\$ 7.30	5/23/2012
12-18558		Larry Heggem	OHR-13737 WAITING FOR PAYMENT	1/27/2012	1/30/2012			2012-1	4/11/2012	\$ 8.46	
12-18559		Shawn Francis		1/30/2012	1/30/2012			2012-1			
12-18560		Ashenafi Tefferi	waiting payment (18pp/\$4.90)	1/30/2012	1/30/2012			2012-1	3/1/2012	\$ 4.90	
12-18561		Bobby Black		1/30/2012	1/30/2012			2012-1	1/30/2012	\$ 1.25	
12-18562		Tony Lowrey		1/30/2012	1/30/2012			2012-1	1/30/2012	\$ 2.65	
12-18563		Alejandra Ureno			1/30/2012			2012-1	1/30/2012		
12-18564		Brian Zacherle		1/30/2012	1/30/2012			2012-1	1/30/2012		
12-18565		Terry Woodward		1/30/2012	1/30/2012			2012-1	1/30/2012	\$ 1.45	3/19/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18557	Nothing at SCCC, contact CI for these records 4/17/12 sent Lucienne email that I still need the nutritional facts of the food on the statewide commissary list 5/24/12 sent reminder to Luienne that I still haven't received the nutritional facts for statewide commissary list. 6/22/12 ext letter mailed; Waiting to hear from Denise Vaughan re: AGs opinion 7/12/12 ext letter mailed; Waiting to hear from Denise Re: AGs opinion 8/2/12 ext letter mailed; 8/22/12 offered 67 pages recipes with nutritional values of menu items. Jamie has not sent yet. 12/19/12 sent routing slip to Jamie to remind her! Administratively closed	0.75	3.00
12-18558	1/27/2012 -five day response mailed -workflow sent to PDC  Received two letters from requestor on 2/6 and 2/9 amending request. Sent workflow to MCC PDC and response letter on 2/10  4/11/2012 -Install 1 Offered *19 pages *3 CD's \$8.46 including postage.		
12-18559	1/30/12 int ltr mailedrouted to AHCC: due 3/2.25 hrs 2/7/12 CANCELLED		
12-18560	1/24/12 left VM for acct re location of trust acct rods 1/30/12 mailed int/\$ ltr (18pp/\$4 90)		
12-18561	Routing slip sent to PDC at WSP.  Your check is being returned toyou, once documents are assembled a cost will be sent to notify of the copy charges.  CLOSED/PAST 30 DAYS.		
12-18562	1-30-12 Initial ltr sent from Sandra Wilkins AHCC Records MSU 1-14-12 Final ltr w/documents sent	3.00	
12-18563			
12-18564		2.00	
12-18565	2-17-12 Extension ltr sent 2-23-12 Cost ltr sent 3-19-12 Payment sent to /B 3-20-12 Payment processed 3-21-12 Payment notification rcv'd AHCC PDC office 3-22-12 Final ltr w/documents sent Woodward ltr dated 3-26-12 rcv'd on 3-30-12 4-3-12 Response sent to Woodward 5-9-12 Appeal ltr response sent from B Parry. 5-10-12 A Guzman requested to AHCC Business Office a refund of \$0.80 be deposited in Mr. Woodward's account.	4.30	

PD LOG #	Requested Items	To Do Date	To Do Status
12-18557	A copy of the all nutritional facts of the food that is served at Stafford Creek Corrections Center and all nutritional facts that are currently being sold on commissary at Stafford Creek Corrections Center and/or statewide.		
12-18558			Waiting- Someone else
12-18559	All emails sent by Airway Heights Correction Center staff Anne Guzman and Risa Klemme on November 15, 2010.		
12-18560			
12-18561	You have requested disclosure of all DOC records regarding the Alternative meal menu for all four weeks from WSP.		
12-18562			
12-18563			
12-18564			
12-18565			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18566	McKee	Jeffrey	Offender	882819	1/23/2012	Terrell, Paula L. (DOC)														
							Any/all infractions that Jeffrey McKee has received from 1-1-2009 through 1-18-2012	11/5/2012	3 Closed	In Unit	48		6.25				2.00			
12-18567	McKee	Jeffrey	Offender	882819	1/23/2012	Terrell, Paula L. (DOC)														
							Any/all policy training for Paula Terrell and Barbara Parry	7/9/2012	3 Closed	In Unit	19		4				2.00			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18566		Jeffrey McKee		1/30/2012	1/30/2012			2012-1	11/1/2012		
12-18567		Jeffrey McKee		1/6/2012	1/30/2012			2012-1	8/6/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18566	<p>RS to: CRCC: Received and saved in ADOBE. SCCC Received and saved in Outlook. See two emails for responsive records.</p> <p>(sent to all facilities P was at during the requested time frame)</p> <p>\$\$Cost letter due 05/02/12\$\$ 5/2/12: \$ letter mailed:</p> <p><b>CD, actual cost</b> \$0.79 x 1 \$0.79 <b>Postage</b> + \$0.90 <b>Total Cost</b> = \$1.69 5/1/12: Sent e-mail regarding METADATA. Check to see if there is any metadata. CRCC: No metadata SCCC: sent e-mail 5/15/12 to make sure there is no meta data. See e-mail received 5/1/12. There was no meta data. 6/14/12: records mailed on CD 6/20/12: received ltr. 6/27/12: responded to ltr. In response to appeal, a second search is being conducted. RS to: AHCC Received and saved in ADOBE. Per AHCC email dated 9/28/12, I have given them (hearing's staff) an additional 12 days to complete a through search. Hearings staff report no additional records. AHCC: See email dated 10/17/12: no additional records SCCC No additional records. CRCC Received and saved in Outlook.</p> <p>10/12/12: extension letter mailed. \$\$New due date for cost letter is 11/1/12\$\$ 11/5/12: I reviewed the records provided for the second search--none were new. I printed from OMNI the general infractions and mailed these at no cost.</p>	2.50	
12-18567	<p>RS to: HQ HR Received some records and they are saved in Outlook. RS to: Risk management for records possibly contained with Barb Parry's supervisor's file (due date is 5/4/12). \$\$cost letter due 5/2/12\$\$</p> <p>4/27/12: Showed Barb the responsive records I have gathered that are regarding her. She does not want to seek enjoinderment. I have sent an RS to her supervisor's AA. If I receive any more responsive records, I will show those to Barb as well. 5/2/12: extension letter mailed. \$\$New due date for \$ letter is 5/15/12\$\$ checked with risk management if they have any responsive reocdrs in Barb's supervision file. None were located. DV: checked my supervision file and gave me responsive records. 5/15/12: Cost letter mailed:</p> <p><b>Number of Pages</b> 19 x 20 \$3.80 <b>Postage</b> + \$1.50 <b>Total Cost</b> = \$5.30 Records have been reviewed and are batestamped. 7/9/12: records mailed to Paralegal Services of WA, Inc.</p> <p>****7/6/12: sent e-mail to HQ HR to ensure no further records are responsive.****</p> <p>Received e-mail from Heather Boe indicating no further records.</p>		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18566			
12-18567			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18568	McKee	Jeffrey	Offender	882819	1/23/2012	Terrell, Paula L. (DOC)	Contract between J-Pay and DOC	4/17/2012	3 Closed	In Unit	30		7.5				2.00			
12-18569	Combs	Robin	Offender	927929	1/23/2012	Schave, Gaylene R. (DOC)	Addresses of multiple employees?		3 Closed	In Unit	6		1				2.50			
12-18570	Smith	Scott	Offender	753431	1/23/2012	DOC MCC PDU	Anger management certificate of completion		0 New	Out of Unit										
12-18571	Finlan	Edward	Offender	213028	1/23/2012		IPIN records from 4-13-2011 thru 4-26-2011, dates and times of phone calls		3 Closed	In Unit	10		2				1.50			
12-18572	Guebara	Jose	Offender	353998	1/23/2012	DOC MCC PDU	J & S		0 New	Out of Unit										
12-18573	Gordon	Thomas	Offender	837151	1/23/2012		Intake sheet from movement to Unit 4 on 9-23-2011		3 Closed	In Unit	1						0.50			
12-18574	Brewster	Dixie	Citizen		1/23/2012	Shamberg, Virginia B. (DOC)	Record of how many I/M have been treated with Testosterone each year, for the last 3 years	2/9/2012	3 Closed	In Unit			0.75							
12-18575	Klamm	Rhonda	Citizen	796914	1/23/2012	Garland, Kari A. (DOC)	All money deposited into his account since March 2011		3 Closed	In Unit	4		3				1.00			
12-18576	Walker	Bradley	Other Government Agency	881824	1/23/2012	DOC ES2 PDU	Arrest warrant for Irene Decouteau 881824 from 7-13-2006	1/31/2012	3 Closed	Out of Unit	1		1				1.00			Mendocino Co. HHSA
12-18577	Burns	Mary	Citizen	913990	1/23/2012	Garland, Kari A. (DOC)	J & S and other sentencing court records for Douglas Houser 912990	3/15/2012	3 Closed	In Unit	26	26	4				11.00			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18568		Jeffrey McKee		1/30/2012	1/30/2012			2012-1	1/30/2012		
12-18569		Robin Combs		1/30/2012	1/30/2012			2012-1			
12-18570		Scott Smith			1/30/2012			2012-1	1/30/2012		
12-18571		Edward Finlan	CLOSED	1/25/2012	1/30/2012			2012-1	3/30/2012	\$ 2.45	
12-18572		Jose Guebara			1/30/2012			2012-1	1/30/2012		
12-18573		Thomas Gordon	CLOSED	1/30/2012	1/30/2012			2012-1	3/30/2012	\$ 0.65	
12-18574		Dixie Brewster		1/30/2012	1/30/2012			2012-1	1/30/2012		
12-18575		Rhonda Klamm		1/30/2012	1/30/2012			2012-1			
12-18576		Bradley Walker			1/30/2012			2012-1	1/30/2012		
12-18577		Mary Burns	Reviewed Liberty for docs- same as CF	1/27/2012	1/30/2012			2012-1		\$ -	

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18568	NI&\$ mailed.  <b>CD, actual cost</b> \$0.79 x 1 \$0.79 <b>Postage</b> + \$0.90 <b>Total Cost</b> = \$1.69 4/6/12: \$ recv'd 4/17/12: records mailed.		
12-18569	1/30/12 Clarification sent. 3/21/12 sent cost letter and let him know that the home addresses and date of birth for employees will be redacted. administratively closed; waiting for payment	1.00	
12-18570			
12-18571	1/25/2012 -five day response mailed. -workflow sent to PDC.  3/27/2012 -cost letter mailed.  4/6/2012 -payment received  4/24/2012 -docs mailed		
12-18572			
12-18573	1/30/2012 -five day letter mailed -workflow sent to PDC  3/27/2012 -cost letter mailed.  5/3/2012 -payment received  5/16/2012 -doc mailed.	0.75	
12-18574	Routing slip sent to PDC Terrie Greaves. 2/8/2012 Info received refer to Final letter. <b>CLOSED.</b>		
12-18575	01/30/12: Mailed int 5-day letter (38/032312) 03/22/12: Sent RS to CRCC (due 4/5/12) 03/23/12: Mailed ext (30/050412) 04/05/12: Recd 4 pgs from CRCC ( 50 time rept) 05/04/12: Mailed \$ cost letter (4 pgs / \$1.25) 08/07/12: Request closed due to non payment	0.50	2.50
12-18576	Emailed 1 page , final letter, 1/31/12, 1 hour total		
12-18577	01/27/12: Sent int 5-day letter via email (34/031612) 01/27/12: Ordered archived CF 02/09/12: Recd archived CF 02/23/12: Reviewed CF & copied/scanned docs 02/23/12: Returned archived CF 03/15/12: Sent email and attached 26 pages responsive docs to it with denial sheet. Closed Request  REQUEST CLOSED - PDU folder to file room bin		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18568			
12-18569			
12-18570			
12-18571			
12-18572			
12-18573			
12-18574	You have requested disclosure of all inmates that have been treated for Testosterone for the last 3 years.		
12-18575	Copy of all deposits to the account of Michael Klamm, DOC #796914, dated from 3/1/11 to 1/14/12.		
12-18576			
12-18577			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18578	Block	Ann	Citizen		1/23/2012		Addition records to Mr. Turner's personnel file since her last request		3 Closed	In Unit							0.50			
12-18579	Champion	Frank	Offender	276179	1/24/2012		all related doc to infraction received 11/28/11		3 Closed	In Unit	39	39	0.5				1.00			
12-18580	Diggle	Mary	Offender	869586	1/24/2012		verification of completion of supervision probation		2 Waiting	In Unit	6		0.5							
12-18581	Baldomino	Monty	Offender	351747	1/24/2012	DOC WSP PDU	crime history		0 New	Out of Unit										
12-18582	Davis	Nathaniel	Offender	901977	1/24/2012	DOC OCC PDU	four and a half year modification signed on 5/1/09 and ERD 4/9/11	2/7/2012	3 Closed	Out of Unit	8	8	1.5				1.50			
12-18583	McLaughlin	Thomas	Offender	707167	1/24/2012	Terrell, Paula L. (DOC)	hearing tape from 1/10/12 and medical back approval by SCCC	3/21/2012	3 Closed	In Unit			5				2.00			
12-18584	Moore	David	Offender	319171	1/24/2012		any/all docs for each visit he received at WCC, WSP, and AHCC for specific dates	4/18/2012	3 Closed	In Unit	13						1.50			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18578		Ann Block		1/30/2012	1/30/2012			2012-1	6/8/2012		
12-18579		Frank Champion	closed 6/5/12	1/31/2012	1/31/2012			2012-1	6/30/2012	\$ 10.69	6/4/2012
12-18580		Mary Diggle	waiting resp re hard copies CD-2196 Some information provided	1/25/2012	1/31/2012			2012-1	2/28/2012	\$ 1.65	
12-18581		Monty Baldomino			1/31/2012			2012-1	1/31/2012		
12-18582		Nathaniel Davis	Documents identified. Five-day letter with cost for documents will go out in mail on 01/31/12.	1/31/2012	1/31/2012			2012-1		\$ 2.25	2/6/2012
12-18583		Thomas McLaughlin		1/31/2012	1/31/2012			2012-1			
12-18584		David Moore	CLOSED	1/30/2012	1/31/2012			2012-1	4/12/2012	\$ 4.55	

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18578	1/30/12 int ltr emailedrouted to HR: due 2/24 25 hrs + 25 hrs fr Fallon NEED TO ENJO N F ANY RECORDS 4/5/12 ext ltr emailed 5/3/2012 enj. ltr emailed 5/3/12 ext ltr emailed by Fallon on my behalf 5/29/12mailed enjoin pkt (it was noted as having been sent 5/3, but couldn't find any evidence of it - so mailed it today).emailed Deepak Sadanandan re: metadata from STATIS (training records)emailed ext ltrnext due 6/8/12 - send records via email. **After sending enjoiment, I relaized the requestor only wanted training records from 1/1/2009 to "present", however, Turner was enjoined on the whole training history. 6/8/12 Erin emailed records on my behalf. Closed.		
12-18579	1/25/12 sent RS to SCCC, DUE 2/29/12 1/31/12 mailed int ltr 2/29/12 rec'd SCCC rcds 3/7/12 to DV for 2d eyes of CI info 3/29/12 mailed ext ltr 4/3/12 rec'd SCCC audio hearing rcds 4/9/12 rec'd DV 2d eyes input 4/11/12 mailed \$ ltr (39pp+1 Audio CD/\$10 69) 6/4/12 rec'd payment, instr to mail to 3rd party 6/5/12 mailed resp rcds to 3rd party, fin ltr to requestor	3.50	2.00
12-18580	1/25/12 emailed int ltr with rcds and \$ if hard copies desired, mailed copy of email without enclosures		
12-18581			
12-18582			
12-18583	RS to SCCC Hearing tape received and placed in PD file.  Requested hearing tape Clarification requested on item #2 of 5- day letter. ****When I prepare \$ letter let P know I have the tape of his hearing, but since he received it already he may not have a need for a second copy, but I will offer it anyways.*** \$Cost letter due 3/21/12\$\$  3/20/12: received payment of \$1 95 before a cost letter was sent. Accepted payment but informed requestor in my final letter that payment in the future will not be accepted prior to the records being ready for disclosure and prior to a cost letter being sent.  Since \$1.95 was received and cost associated with this request are:  <b>CD, actual cost</b> \$0.79 x 1 \$0.79 <b>Postage</b> + \$0.90 <b>Total Cost</b> = <b>\$1.69</b>  A refund of \$0 26 will be issued. 3/21/12: CD mailed	3.00	
12-18584	1/30/2012 -five day letter mailed -workflows sent to WCC, WSP & AHCC  4/11/2012 -cost letter mailed.  4/17/2012 -Offender's mother called asking that records be emailed.  4/18/2012 -143 pages emailed. Request closed.		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18578	any records added to Lonn Turner s personnel file from October 27, 2011 to January 23, 2012.	#####	Prep Records
12-18579	all records relating to your infraction on November, 28, 2011 at Clallam Bay Corrections Center (CBCC), including incident reports, confidential information reports, tape recorded telephone conversations, and d isciplinary hearing records and audio recordings.		
12-18580			
12-18581			
12-18582			
12-18583			
12-18584			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18585	Bailey	Stephen	Offender	777393	1/24/2012	Garland, Kari A. (DOC)	every photo of him from '97-present (tattoos, infractions, evidence, intake, etc)	3/15/2013	3 Closed	In Unit	37	37	15.75				1.50			
12-18586	Cola	Justan	Offender	888738	1/24/2012	Schave, Gaylene R. (DOC)	docs about Ad-seg for infraction he received 12/9/11 and confidential info used	4/30/2012	3 Closed	In Unit	5	5	6.25							
12-18587	Fredeen	Rob	Offender	909204	1/24/2012	Garland, Kari A. (DOC)	info on screening concerning future employment and hub clearance and any communication about the screening	5/2/2012	3 Closed	In Unit	3	0	4.75				1.50			
12-18588	Alveto	Jerome	Offender	322854	1/24/2012	DOC CBCC PDU	still images from surveillance depicting C/O approach him on 1/18/12	2/6/2012	3 Closed	Out of Unit			1.5				0.25			
12-18589	Fernandez	Eugenio	Offender	945332	1/24/2012	DOC MCC PDU	all police reports		0 New	Out of Unit										
12-18590	Martin	Tracy	Offender	322360	1/24/2012	DOC WCCW PDU	Heather Martin 322360 convictions, length of current sentences, ERD, and current J&S	3/30/2012	3 Closed	Out of Unit	13		1.25				0.75			
12-18591	Curtis	Thomas	Offender	303200	1/24/2012	DOC SCCC PDU	J&S and show all court ordered restitution fees and fines are paid		0 New	Out of Unit										
12-18592	Roberts	Anthony	Offender	764087	1/24/2012	DOC CBCC PDU	the minutes for his hearing on 12/1/11		3 Closed	Out of Unit	16		1.5				1.00			
12-18593	Torres	Juvenal	Offender	353221	1/24/2012	DOC CRCC PDU	his criminal history and current J&S		0 New	Out of Unit										
12-18594	Smith	Daniel	Offender	909061	1/24/2012	DOC OCC PDU	food info: portion sizes, nutritional value; proteins, fats, carbohydrates	2/3/2012	3 Closed	Out of Unit	47	47	2.5				2.50			
12-18595	Nunez	Gerald	Offender	304979	1/24/2012	DOC SCCC PDU	any/all docs in his file pertaining to Colorado State and any correspondence with CO.		1 Open/In-Progress	Out of Unit										
12-18596	Martin	Charlie	Other Government Agency	758118	1/24/2012	DOC SRCJC PDU	Richard Morissette 758118 PSI, disciplinary hearings, and issues/write ups	1/30/2012	3 Closed	Out of Unit	39	39	3							Billings Probation and Parole
12-18597	Haavisto	Joseph	Offender	867486	1/24/2012	DOC CRCC PDU	J&S		0 New	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18585		Stephen Bailey		1/31/2012	1/31/2012		Photocopy	2012-1		\$ 9.25	5/29/2012
12-18586		Justan Cola		1/25/2012	1/31/2012			2012-1		\$ 1.45	4/25/2012
12-18587		Rob Fredeen	Requested clarification of the correct spelling for the staff listed in item three, # 2 & 5. I checked the data base using the spelling above and there are no staff listed by those names. Clarification = 2. Ms Lanoue, 5. Ms. Bruner.	1/31/2012	1/31/2012		Photocopy	2012-1		\$ -	
12-18588		Jerome Alverto		1/27/2012	1/31/2012			2012-1	1/31/2012		
12-18589		Eugenio Fernandez			1/31/2012			2012-1	1/31/2012		
12-18590	Yes	Tracy Martin	5day sent 1/31/12 MRJ Wating for payment 3/30/12 COST LETTER SENT 9/11/13 admin closure, non-payment	1/31/2012	1/31/2012			2012-1	1/31/2012		
12-18591		Thomas Curtis			1/31/2012			2012-1	1/31/2012		
12-18592		Anthony Roberts	2/6/14 file closed, never received funds.	1/27/2012	1/31/2012			2012-1	1/31/2012		
12-18593		Juvenal Torres			1/31/2012			2012-1	1/31/2012		
12-18594		Daniel Smith		1/26/2012	1/31/2012			2012-1		\$ 12.05	2/3/2012
12-18595		Gerald Nunez		1/26/2012	1/31/2012			2012-1	1/31/2012		
12-18596		Charlie Martin	OHR-13476, CD-2197		1/31/2012			2012-1	1/31/2012		
12-18597		Joseph Haavisto			1/31/2012			2012-1	1/31/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18585	01/31/12: Mailed int 5-day letter (64/050112) 03/30/12: Sent RS to CBCC, MCC, WCC, WSP (due 4/27/12) 04/02/12: CBCC = no docs (1 hr time rept) 04/23/12: WCC = recd docs (.50 time rept) 04/25/12: WSP = recd docs (7.75 hrs time rept) 04/27/12: WSP = recd one more doc 04/27/12: MCC = recd docs (no time rept) 04/31/12: Recd 4 DVD's from WSP (on desk-inst 2?) 05/01/12: Mailed \$ cost letter inst 1 (37 pgs / \$9.30) 05/29/12: Recd \$ 06/12/12: Mailed docs for inst 1 (inst 2 due 34/073112) 06/26/12: Recd letter requesting inst 1 on CD 07/31/12: Mailed \$ cost letter for inst 1 on CD (37 pgs/\$1.69) 07/31/12: Sent email to WSP medical to request review of medical file for any photos 09/05/12: Recd \$ for inst 1 on CD 09/20/12: Mailed CD to Pamela Bailey, in Yakima per Bailey's request for inst 1 09/21/12: Per Medical- no pics in the med file 11/16/12: Mailed ext (45/012413) 01/24/13: Mailed ext (35/031513) 03/15/13: Sent final letter and withheld 4 CD's of surveillance videos. Included denial sheet with final letter  REQUEST CLOSED	9.25	6.50
12-18586	offender appealed.	2.25	4.00
12-18587	01/31/12: Mailed int 5-day response & clarification letter combined (67/050212) 02/08/12: Recd clarification 02/15/12: Mailed ack of clarification 05/02/12: Mailed \$ cost letter for inst 1 (3 pgs / \$1.05) 05/02/12: Sent RS to SCCC (due 5/30/12) 05/02/12: Sent RS to WSP & WCC (due 5/23/12) 05/15/12: Per WSP - no docs (.75 time rept) 05/17/12: Per WCC - no docs (no time rept) 05/23/12: Recd docs fr SCCC (2 hrs time rept) 08/07/12: close request due to non payment  REQUEST CLOSED - PDU Folder to file room bin	2.75	2.00
12-18588	5 day letter sent 1/27/12. 1 disc avail-exempt record. Final letter sent 2/6/12.		
12-18589			
12-18590		0.25	
12-18591			
12-18592	5 day sent 1/27/12. Cost letter sent 2/2		
12-18593			
12-18594	Cost letter mailed to requestor on 01/27/12.		
12-18595	Five day letter sent; disclosure assigned to JaDean Privette.		
12-18596	Five day letter sent 1/16/12; Disclosure of hearing information assigned to Ronda DeBower  E-mail from Ronda that there is no indication that Mr. Morisette ever went through a disciplinary process.  Sent letter to Charles Martin/Billing Probation that there were no hearings.  Subsuquent request for information pertaining to time Mr. Morisette was incarcerated and any treatment programs he completed while incarcerated; community custody and violation reports and PSI... any disciplinary issues. Assigned to Toni.		
12-18597			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18585			
12-18586			
12-18587	1. The record of any screening held on Fredeen prior to his arrival at SCCC concerning future employment and HUB clearance. (Screening was done at WSP or WCC between 10/3/11-11/28/11) 2. The record of a screening held at SCCC on 12/1/11, regarding his employment and/or Hub clearance. 3. Any/all communication between the following persons, concerning him, between 11/29/11 – 1/18/12: 1. Ms. Tisler (CI business office) 2. Ms. Lenué/Lenve/Lenne ?? 3. Mr. Mays 4. Ms. McCormick 5. Ms. Buhner/Buhnen/Buitner/Buitnen ?? 6. Ms. Rohrer		
12-18588			
12-18589			
12-18590			
12-18591			
12-18592			
12-18593			
12-18594			
12-18595			
12-18596			
12-18597			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18598	Ramundo	Debbie	Citizen	311934	1/24/2012		Nicolas Ramundo 311934 restoration of good conduct time		3 Closed	In Unit	7	7	2							
12-18599	Mui-Good	Suzanne	Citizen		1/23/2012		extract of entire DOC database	1/30/2012	3 Closed	In Unit			0.25							Experion North America
12-18600	Shimogawa	Rodney	DOC Staff		1/23/2012	Skewis, Erin K. (DOC)	job description for on call duty officers, on call duty report from Cpt. Fritch 1/29/11 @MCC, time log of all calls Fritch received, incident reports in relation, after action reports, TIR's for every missing offender emergency-All DOC 1/24/10-now		3 Closed	In Unit	425	73	13							
12-18601	Kato	Nick	Attorney	897626	1/24/2012	DOC SRCJC PDU	Larry Smith 897626 all notes anc chronos	1/27/2012	3 Closed	Out of Unit	54	54	1							The Defender Association
12-18602	Peterson	Susan	Other Government Agency	747104	1/24/2012	Terrell, Paula L. (DOC)	Tracy Treadwell 747104 police reports, PSI, and criminal history	1/31/2012	3 Closed	In Unit	32	32	3				3.00			Division of Vocational Rehabilitation
12-18603	Stordeur	Patricia	Attorney	751417	1/24/2012	DOC WSP PDU	James Garnett 751417 custody classification		0 New	Out of Unit										Federal Public Defender
12-18604	Morgan	David	Provider	898463	1/23/2012	DOC SRCJC PDU	Steven Kline 898463 J&S, PSI, and police reports	2/20/2012	3 Closed	Out of Unit	73	73	5							
12-18605	Saling	Ian	Attorney	877996	1/24/2012	Pernula, Theresa L. 'Terry' (DOC)	any/all docs pertaining to William Jensen 877996 appeals packet for hearing on 8/1/11 and exemption		3 Closed	In Unit			1.5							Law Office of Amy I. Muth
12-18606	Saling	Ian	Attorney		1/24/2012	Pernula, Theresa L. 'Terry' (DOC)	Any & all re: Marvin Arbuckle, former employee	7/23/2012	3 Closed	In Unit	202	202	11.25							Law Offices of Amy I. Muth
12-18607	Reardon	Kari	Attorney	945595	1/25/2012		Daniel Campbell 945595 hearing packet for 11/16/11 and findings, also conditions of supervision and policy on searching private property		3 Closed	In Unit	108						1.00			Spokane Co. Public Defender
12-18608	Anderson	Rick	Media	252163	1/24/2012	Skewis, Erin K. (DOC)	Robert McQueary 252163 death report/investigation	3/2/2012	3 Closed	In Unit	6	6	3				3.00			Seattle Weekly

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18598		Debbie Ramundo	CLOSED.	1/27/2012	1/31/2012			2012-1	1/31/2012		
12-18599		Suzanne Mui-Good		1/30/2012	1/30/2012			2012-1			
12-18600		Rodney Shimogawa	<b>1st Installment</b> - # 6. All letters of reprimand or disciplinary actions taken toward custody staff for failing to account for staff, visitors and/or offenders in all DOC facilities from January 24, 2010 to January 24, 2012	1/26/2012	1/30/2012			2012-1			
12-18601		Nick Kato		1/26/2012	1/31/2012			2012-1	1/31/2012		
12-18602		Susan Peterson	OHR-13490 1/31/12: PD file placed in bin to be filed in PD file room. No port done.	1/31/2012	1/31/2012			2012-1	1/31/2012		
12-18603		Patricia Stordeur			1/31/2012			2012-1	1/31/2012		
12-18604		David Morgan	OHR-13491	1/26/2012	1/30/2012			2012-1	1/30/2012		
12-18605		Ian Saling	1-25-12 RS to WCC by 2-17 Rcv'd 1-27	1/30/2012	1/31/2012			2012-1	2/29/2012		
12-18606		Ian Saling	1-26-12 RS to WSP by 2-15 Rcv'd 2-10 1-26-11 RS to S. Conly by 2-15 Rcv'd 2-21 2-13-12 e-mail to P. Wilson (WSP) for more rcdrds-none 2-13-12 RS to J. Huntley by 3-2 Rcv'd 2-15 3-30-12 e-mail to WSP re: video 4-2-12 e-mail to Denise re: video 7-11-12 e-mail to P. Wilson re: video by 7-25	1/30/2012	1/31/2012			2012-1	7/31/2012		
12-18607		Kari Reardon	Waiting for payment	1/30/2012	2/1/2012			2012-1	4/11/2012	\$ 27.25	
12-18608		Rick Anderson	OHR-13609	1/27/2012	1/31/2012			2012-1			

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18598	1/27/2012 -five day response emailed -work flow sent to PDC under PDU-11737  3/6/2012 -7 pages emailed.		
12-18599	1/30/12 denial email sent - "commercial purposes" - per DeniseClosed.25 hrs		
12-18600	1/26/12 - Emailed int response; Next Due: <b>3/23/12</b> RS to MCC; HQ HR; Cindy Pennington; Susan Grisham; Sarah Conly (She will be gathering records thru all HR facilities)  3/5/1 - Mailed 4 enjoinderment packets; due 3/14/12 3/23/12 - Emailed 7 pages of records; Next Due: <b>5/9/12</b>  4/23/12 - Mailed enjoin packet Due 5/2/12 (Fritch) 5/7/12 - Emailed 2nd install to requester; Next Due: <b>6/27/12</b>  6/4/12 - Emailed #3 \$ letter (CD)  11/13/13 - ALL CORRESPONDENCE AND RECORDS PLACED IN REQUESTS FOLDER (W:/ DRIVE) AND ARE WAIT NG FOR SUPPORT STAFF TO PLACE ON TO CDS		
12-18601			
12-18602	NI, records, and final mailed 1/31/12.		
12-18603			
12-18604			
12-18605	<u>2012</u> 1-30 e-mailed initial response 2-8 rcv'd e-mail stating they no longer need records		
12-18606	<u>2012</u> 1-30 e-mailed initial response 3-30 mailed enjoinderment to 2 staff 4-3 e-mailed extension letter 4-11 e-mailed cost letter for 157 pgs on CD / \$1.69 4-13 rcv'd pmt of \$1 69 4-19 mailed 1st inst. of 157 pgs on CD 6-28 e-mailed extension 6-29 mailed enjoinderment to 4 staff 7-12 e-mailed cost letter for 2nd inst. of 45 pgs on CD / \$1 69 7-16 rcv'd pmt of \$1 69 7-23 mailed final letter & 45 pgs on CD  WAIT NG ON EXPLANATION OF V DEO  WANTS RECORDS ON CD		
12-18607	1/30/2012 -five day response mailed.  4/9/2012 -Cost letter mailed for install 1.		
12-18608	1/27/12 - Emailed int response; Next Due: <b>3/2/12</b> Share Point will not allow me to assign workflows right now. -Asked Patti to print a T R for me NCIDENT_NUMBERINCIDENT_DATE122383/7/2010 RS TO: Communications; AHCC and Sherry Jones  3/2/12 - Emailed records (6 pgs) to requestor; denial and final letter; There was no official investigation done due to the fact that the inmate died of natural causes.		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18598			
12-18599	entire DOC database		
12-18600	1. Job descriptions or duty requirements for On Call Duty Officers - <b>MCC ONLY</b> 2. On Call Duty Officer report from Captain Ed Fritch for all incidents on January 29, 2011 at MCC - <b>2nd Installment</b> 3. Time log of all calls Captain Ed Fritch received and made as the On Call Duty Officer on January 29, 2011 - <b>2nd Installment</b> 4. Any incident reports from Captain Ed Fritch in relation to the missing offender emergency and staff death on January 29, 2011 5. All incident reports, After Action Reports and TIR s on all missing offender emergencies, offender escapes or attempted escapes, formal picture card count, missing staff member for all DOC facilities from January 24, 2010 to current, January 24, 2012 - <b>2nd Installment</b> 6. All letters of reprimand or disciplinary actions taken toward custody staff for failing to account for staff, visitors and/or offenders in all DOC facilities from January 24, 2010 to January 24, 2012 - <b>1st Installment</b>	#####	Waiting-Enjoinment
12-18601	Five day letter sent; assigned to Louise Love.		
12-18602			
12-18603			
12-18604	Five day letter sent; disclosure assigned to Tammy.		
12-18605	<b>HOURS: 1.5</b> <b>CLOSED</b> <b>2012</b> Jan. - 1.25 Feb. - 0.25		
12-18606	<b>HOURS: 11.25</b> <b>CLOSED</b> <b>2012</b> Jan. - 0.5 Feb. - 1.0 March - 4.0 April - 0.25 June - 2.75 July - 2.75		Initial
12-18607			Waiting-Someone else
12-18608			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18609	Jarolimek	Laurie	Law Enforcement	284080	1/24/2012	Garland, Kari A. (DOC)	Leroy Morrison 284080 docs re registration & possible info on him that might prohibit him from being releived.	3/15/2012	3 Closed	In Unit	10	10	6.5				1.50			Skagit Co. Sherrif's Office
12-18610	Livesley	Wendy	Attorney	348404	1/24/2012	DOC SRCJC PDU	Mohammad Nema 348404 custody dates	1/31/2012	3 Closed	Out of Unit										Northwest Defenders Association
12-18611	Delanty	Tom	Offender	326288	1/23/2012	Skewis, Erin K. (DOC)	any records relating to his release report	3/19/2012	3 Closed	In Unit	7	7	5							
12-18612	Rodriguez	Naomi	Other Government Agency		1/23/2012	Schave, Gaylene R. (DOC)	David Gomez 8/20/91 any/all DOC records		3 Closed	In Unit							0.50			DSHS
12-18613	Lee	Madeline	Attorney	258265	1/23/2012	Garland, Kari A. (DOC)	Donald Grabner 258265 UA results	2/28/2012	3 Closed	In Unit	3	3	2.25				0.50			Tha Win, Attorney at Law
12-18614	Shimogawa	Rodney	DOC Staff		1/23/2012	Skewis, Erin K. (DOC)	all weekly reports and quarterly reports sent to Deputy Director from 1/24/10-1/24/12, all emails sent to himself from 1/18/12-1/23/12	7/2/2012	3 Closed	In Unit	200	200	21				5.50			
12-18615	Fishe	Robert	DOC Staff		1/24/2012	Schave, Gaylene R. (DOC)	all correspondence from Cpt. Bratten to C/O Rocheoeau 9/1/08-1/1/11	4/30/2012	3 Closed	In Unit	7	7	3				0.50			
12-18616	Shimogawa	Rodney	DOC Staff		1/25/2012	Skewis, Erin K. (DOC)	staff emails from 10/13/10-10/13/11		3 Closed	In Unit	2236	1015					3.50			
12-18617	Taylor	Colin	Offender	891990	1/25/2012		investigative packet for grievance log no. 1104299	3/8/2012	3 Closed	In Unit	9	9	1							
12-18618	Taylor	Colin	Citizen		1/25/2012		investigative packet for grievance log no. 1104807	3/1/2012	3 Closed	In Unit	6	6	0.75							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18609		Laurie Jarolimek	Note: Sex Offender Registration legislation (RCW 9A.44.130) is effective for crimes committed on or after 2/28/90. Mr. Morrison's offense was committed in 1981.  Reviewed Liberty & printed docs (only possibly responsive doc is Risk level Classification dated 3/2/06)  CF = no responsive docs. last action in CF is his parole on 7/29/88 & addendum to change residence on 11/9/88. No sex offender registration docs.  FF = no archived FF (past retention- destroyed)  ISRB = J & S / W of C, Order of Parole, Order of Parole Addendum (no docs re requirement to register as a sex offender)	1/31/2012	1/31/2012			2012-1		\$ -	
12-18610		Wendy Livesley		1/26/2012	1/31/2012			2012-1	1/31/2012		
12-18611		Tom Delanty		1/27/2012	1/30/2012			2012-1			
12-18612		Naomi Rodriguez	NOT IN OMNI	1/30/2012	1/30/2012			2012-1			
12-18613		Madeline Lee	OHR-13462  Attached a copy of the UA results, Consent form & chrono to an email to the requestor on 2/28/12.	1/27/2012	1/30/2012			2012-1		\$ -	
12-18614		Rodney Shimogawa	We have no records pertaining to this request in Prisons Command B.	1/26/2012	1/30/2012			2012-1			
12-18615		Robert Fishe		1/30/2012	1/31/2012			2012-1		\$ 2.05	4/27/2012
12-18616		Rodney Shimogawa	<b><u>PROVIDED RECORDS</u></b> 1st Installment - All emails sent tornshimoagawa@doc1.wa.gov from October 13, 2010 to October 13, 2011 (306 pages)  2nd Installment - More emails; "Root Items 1 and Root Items 2" (708 pages)	1/26/2012	2/1/2012			2012-1			
12-18617		Colin Taylor		2/1/2012	2/1/2012			2012-1			
12-18618		Colin Taylor		2/1/2012	2/1/2012			2012-1			

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18609	01/31/12: Sent initial 5-day response via email (30/031512) 01/31/12: <b>Ordered archived CF &amp; ISRB file</b> 02/09/12: <b>Received archived CF</b> 02/23/12: Reviewed archived CF - no docs 02/24/12: Returned archived CF 02/24/12: <b>Sent RS to ISRB (due 3/9/12)</b> 03/13/12: <b>Recd CD of docs from ISRB (2 hrs time rept)</b> 03/15/12: Sent final emal to requestor with docs attached.  <b>REQUEST CLOSED - Folder to filing bin</b>	2.00	
12-18610	5 day letter sent and assigned to Mike Goolsby		
12-18611	Share Point will not allow me to send workflows as on 1/27/12 @ 730am.  1/27/12 - Emailed int to requestor; Next Due: <b>3/21/12</b> RS to Everett Records  3/19/12 - Emailed 7 pages to requester; Final letter		
12-18612	1/12/12 clarification sent/not in OMNI  closed		
12-18613	01/27/12: <b>Sent RS to WCC (due 2-10-12)</b> 01/27/12: Sent int 5-day response via email & attached chrono stating UA conducted 12/7/11. Requested <b>clarification</b> if more documentation needed other than the chrono that was provided. 02/06/12: Recd 2 pgs from WCC (20 min time rept) 02/28/12: Spoke to requestor over the telephone. She would like a copy of the UA results. Attached 3 pgs to an email & sent to the requestor. Request closed.  <b>REQUEST CLOSED - PDU folder to file room bin</b>	0.25	
12-18614	1/26/12 - Emailed int response; Next Due: <b>3/26/12</b> RS to MCC, Cindy Pennington, Sarah Conly Submitted IT Security Data Request for approval  3/26/12 - Emailed 1st install(53 pgs); Next Due: <b>5/21/12</b> 5/11/12 - Emailed 2nd install (125 pages); Next Due <b>7/16/12</b>  7/2/12 - Emailed 3rd install (22 pgs); Final letter; closed.	5.50	15.50
12-18615	only 7 pages found from David Harper  4/30/12 mailed	1.00	2.00
12-18616	1/26/12 - Emailed int response; Next Due: <b>3/27/12</b> Submitted request for Vault Search <b>3/26/12 - Mailed enjoin packets; Responses due: 4/5/12</b>  3/27/12 - Emailed ext letter; Next Due: <b>4/9/12</b>  Note: I went through the 1st part of the vault search that Jamie ran. Converted all the emails. (part a of vault search)  4/9/12 - Emailed 1st install; Next Due: <b>6/12/12</b> 5/30/12 - Mailed enjoin packets; Responses Due 06/08/12 6/11/12 - Emailed 2nd installment (708 pgs) to requester; Next Due <b>7/14/12</b>  8/9/12 - Emailed \$ letter to requester (3rd install; 1221 pages; CD)  11/13/13 - ALL CORRESPONDENCE AND RECORDS PLACED IN REQUESTS FOLDER (W:/ DRIVE) AND ARE WAIT NG FOR SUPPORT STAFF TO PLACE ON TO CDS	20.00	
12-18617	2/1/12 int ltr emailedsame as PDU-15852 & otherscompared to 15852 - will need redactions but need to check w/ DV before providing them. 25 hrs 3/1/125 day ext emailedRan redactions by DV - ok as previously released 3/8/12records emailed - 9 pgs w/ redactionscompared to previous.5 hrsCLOSED		
12-18618	2/1/12 int ltr emailedsame as PDU-18618.25 hrs 3/1/12fin ltr emailed6 pgs provided - no redactionschecked for any additional (VS already re-routed to facility) 5 hrs		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18609			
12-18610			
12-18611	1. Any/All documents, correspondence and reports related to a purported "Release Report" for Thomas Delanty #326288 ordered by DOC Employee Trudy of the Northwest Regional Records Unit in late August or September 2011 2. Any/All documents, correspondence and records showing the Release Report described above was delivered to King County on or about September 22, 2011. You would like to know who it was delivered to and what department and contact information.		
12-18612			
12-18613			
12-18614	1. All weekly reports from January 24, 2010 to January 24, 2012 from Superintendent at MCC sent to the Deputy Director - <b>3rd Installment</b> 2. All quarterly reports submitted to the Deputy Director from Scott Frakes from January 24, 2010 to January 24, 2012 as defined in DOC Policy 110.100 – Reporting Requirements - <b>3rd Installment</b> 3. Copies of all emails sent tornshimogawa@doc1.wa.gov from January 18, 2012 to January 23, 2012		
12-18615			
12-18616	all emails referencing your name sent or received by the following staff members from October 13, 2010 to October 13, 2011: 1. Scott Frakes 2. Captain Bratten 3. Captain Firtch 4. CPM Hardina 5. Jim McGinnis 6. Sheri Poteet	#####	Review
12-18617	the entire investigative packet for grievance no. 1104299		
12-18618	the entire investigative packet for grievance no. 1104807		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18639	Anderson	Denise	Citizen	300277	1/25/2012	Skewis, Erin K. (DOC)	Dennis Anderson 300277 visit records		3 Closed	In Unit	523	167	10				6.00			
12-18640	Kahrs	Michael	Attorney	323812	1/26/2012	Garland, Kari A. (DOC)	Larka Savinov 323812 record of assault suffered 9/30/11, correspondence with staff 1/1/10-present, chronos, legal face sheet, all docs w/Savinov as subject	6/20/2013	3 Closed	In Unit	218	218	12.25				2.00			Kahrs Law Firm
12-18641	Bashor	Debbie	Provider	326530	1/26/2012	DOC SRCJC PDU	Troy Tomlin 326530 J&S and police reports	2/9/2012	3 Closed	Out of Unit	23	23								Bashor Couseling Services
12-18642	Rivas	Noemy	Attorney	965819	1/26/2012	DOC SRCJC PDU	Tommie Tucker 965819 audio recording of hearing held 1/13/11	1/30/2012	3 Closed	Out of Unit			0.5							Okanogan Prosecuting Attorney's Office
12-18643	Kally	Sakilyne	Other Government Agency	841000	1/26/2012	Schave, Gaylene R. (DOC)	Loren Willet 841000 case file	3/13/2012	3 Closed	In Unit	10		0.5							King Co. Sheriff's Office
12-18644	Boyes	Matthew	DOC Staff		1/26/2012	DOC WCC PDU	# of applicants for CUS position		0 New	Out of Unit										
12-18645	Kinzer	Stacy	Attorney	990306	1/26/2012	Shamberg, Virginia B. (DOC)	Bruce Bennett 990306 CF & FF items		3 Closed	In Unit	400	400	4							Law Offices of Sheryl Gordon McCloud
12-18646	Moe	Tabitha	Attorney		1/26/2012	Garland, Kari A. (DOC)	acquisistion and/or storage of pentobarbital or equivalent	12/14/2012	3 Closed	In Unit	210	210	7.75				3.00			Perkins Coie

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18639		Denise Anderson		1/27/2012	2/1/2012			2012-1		\$ 38.70	2/1/2012
12-18640		Michael Kahrs	<p>Printed Chronos &amp; Legal Face Sheet</p> <p>Kahrs stated in his request that 'a release signed by his client is on record'. 2/2/12: I informed him that the DOC must have a recent copy of a signed release before we can release statutorily exempt records. If it is his intent to receive records un-redacted including medical/psychological/CD information he will need to submit a signed release that specifically states so.</p> <p>2/3/12 response from Mr. Kahrs = "It is current"</p> <p>04/24/12: Received docs from CBCC - on desk still need to sort/review</p>	2/2/2012	2/2/2012		Compact Disk	2012-1		\$ 1.69	12/24/2012
12-18641		Debbie Bashor		1/26/2012	2/2/2012			2012-1	2/2/2012	\$ -	
12-18642		Noemy Rivas		1/30/2012	2/2/2012			2012-1	2/2/2012		
12-18643		Sakilyne Kally		1/30/2012	2/2/2012			2012-1			
12-18644		Matthew Boyes			2/2/2012			2012-1	2/2/2012		
12-18645		Stacy Kinzer	OHR-13517	2/2/2012	2/2/2012			2012-1	9/27/2012	\$ 1.69	5/14/2012
12-18646		Tabitha Moe	See also PDU-14174 & 14183	2/2/2012	2/2/2012		E-Mail	2012-1		\$ -	

PD LOG #	PD Actions	PDC Hours	PDS Hours
	<p>Pulled records from Chronos, Liberty and Info Port (Jamie). Jamie does not have access to the screens for each individual visitor. I will need to get these from Family Services if the requestor pays for the 1st installment</p> <p>1/27/12 - Emailed int and #1\$ (167 pages)</p> <p>2/1/12 - Rec'd payment; mailed records and denial. Next Due: <b>3/16/12</b></p>		
12-18639	<b>3/5/12 - Mailed #2 \$ letter</b>		
12-18640	<p>02/02/12: Mailed int 5-day letter (40/033012)</p> <p>03/27/12: <a href="#">Sent RS to Corresp Unit (due 4/24/12)</a></p> <p>03/28/12: <a href="#">Per Corresp Unit - no docs</a></p> <p>03/27/12: <a href="#">Sent RS to CBCC (items 1, 2 &amp; 5)</a></p> <p>03/29/12: Sent inst 1 docs as attachment to an email to Kahrs (items 3 &amp; 4) (inst 2 \$ cost letter due 5/17/12)</p> <p>04/24/12: <a href="#">Recd some docs from CBCC from CBCC</a></p> <p>05/17/12: <a href="#">Mailed \$ cost letter for inst 2 (203 pgs-CD / \$1 69)</a></p> <p>05/02/12: <a href="#">Recd more docs from CBCC (2 25 hrs)</a></p> <p>12/24/12: Recd \$ for inst 2</p> <p>01/18/13: Email to Kahrs informing him of 2nd review requirement for some docs prior to mailing to him</p> <p>01/18/13: <a href="#">Added to DV/JG 2nd eyes task Q</a></p> <p>03/27/13: <a href="#">DV completed review (2 5 hrs time rept)</a></p> <p>04/22/13: Mail review process</p> <p>05/24/13: Mailed docs/CD for inst 2 (40/062013)</p> <p>06/20/13: <a href="#">Mailed \$ cost letter for inst 3 (hearings CD/\$1.71)</a></p> <p>01/31/14: Closed request due to non payment</p> <p><a href="#">REQUEST CLOSED - PD Portfolio done</a></p>	2.25	10.00
12-18641	Five day letter sent; assigned to JaDean for processing	1.50	
12-18642			
12-18643	<p>3/12/2012</p> <p>-extension letter sent on Gaylene's behalf (Jerome)</p> <p>3/13/12 emailed 10 pages</p>		
12-18644			
12-18645	<p>routing slips sent to CRCC/Lisa Perplies/Tim Thrasher to gather the following records.</p> <p><a href="#">5/22/2012</a> Responsive documents mailed out, still need additional time to print OMNI screens and will send out as attachment on or before June 5, 2012.</p> <p>Have a ticket in with the HELP desk/IT as i could not print out a couple of the OMNI screens due to a system error 500, once this is fixed i will email additional records to requestor.</p> <p><a href="#">6/5/2012</a> Attached email to include cost letter for OMNI screens. 236 pages will be provide cost letter \$1.69</p>	0.50	4.00
12-18646	<p>02/02/12: Mailed int 5-day response letter ((62/050112)</p> <p>02/24/12: <a href="#">Sent RS to T. Fithian, V. Loete, C. Pennington, WSP &amp; Policy. (due 3/9/12)</a></p> <p>02/24/12: <a href="#">Sent RS to S. Grisham (due 3/9/12)</a></p> <p>02/27/12: <a href="#">Per T. Fithian - no docs</a></p> <p>02/27/12: <a href="#">Per Policy - yes docs (many)</a></p> <p>02/27/12: <a href="#">Per C. Pennington - no docs</a></p> <p>03/06/12: <a href="#">Per S. Grisham - yes docs (11 pgs)</a></p> <p>03/06/12: <a href="#">Per WSP - yes docs (10 pgs) (2.25 hrs time)</a></p> <p>03/09/12: <a href="#">Per V. Loete - no docs (.50 time)</a></p> <p><a href="#">06/14/12: Mailed \$ cost letter (error)</a></p> <p>12/14/12: Attached 210 disclosable pages to an email and sent to Gretchen Paine at Perkins Coie</p> <p><a href="#">REQUEST CLOSED</a></p>	2.75	5.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-18639			
12-18640	<p>The following documents in reference to Larka Savinov, DOC #323812:</p> <ol style="list-style-type: none"><li>1. All records at Clallam Bay Corrections Center pertaining to the assault suffered by Mr. Savinov on or about 9/30/11. This includes all medical records &amp; photos taken by Lt. Tabor.</li><li>2. All correspondence between Mr. Savinov and employees of the DOC from 1/1/10 to 1/26/12.</li><li>3. All chronos in Mr. Savinov s electronic file during his incarceration.</li><li>4. Legal Face Sheet</li><li>5. All documents, including emails, whose subject is Mr. Savinov from 1/1/10 to 1/26/12.</li></ol>		
12-18641			
12-18642	Susan Searsy completed to Okanagan PA.		
12-18643			
12-18644			
12-18645	<p>Complete central file copy to include the following. Centrl file request to <b>CRCC/Received</b> I&amp;I Records -<b>Tim Thrasher/No responsive records.</b> Litigation Records-<b>Lisa Perplies/No responsive records.</b></p>	#####	Waiting- Someone else
12-18646	<p>documents that Department of Corrections has created, reviewed, received or documents that have in any manner come into its possession since 1/1/11 relating to the following:</p> <ol style="list-style-type: none"><li>1. Documents that relate to the acquisition and/or storage, by the Department of Corrections, of pentobarbital or any equivalent including documentation reflecting expiration dates.</li><li>2. Documents that relate to attempts to acquire pentobarbital or any equivalent.</li></ol> <p><b>TIME FRAME = 1/1/11 - 1/26/12</b></p>		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18647	Devlin	Maureen	Attorney	340719	1/26/2012	Terrell, Paula L. (DOC)	Conner Schierman 340717 IBMP and copies of evidence used against him during hearing 1/10/12		3 Closed	In Unit	4	4	7				2.00			Law Offices of David Zuckerman
12-18648	Kahrs	Michael	Attorney		1/26/2012	Garland, Karl A. (DOC)	Prison Discipline Hearing Officer and Staff Advisors' procedures manual	1/10/2013	3 Closed	In Unit	1027	1027	11.75				2.00			Kahrs Law Firm
12-18649	Lindholdt	Karen	Attorney		1/26/2012		any correspondence regarding Kathryn Eschette from 3/2011-present		3 Closed	In Unit	116	16	25.5							Karen S. Lindholdt Attorney at Law

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18647		Maureen Devlin		2/2/2012	2/2/2012			2012-1	3/28/2012	\$ 1.25	4/2/2012
12-18648		Michael Kahrs	05/16/12: Added to Admin task-Q to scan the two manuals received from the hearings unit (Staff Advisory Trng Manual & Disciplinary Hearing Office Trng Manual) 05/29/12: Manuals scanned	2/2/2012	2/2/2012		Compact Disk	2012-1		\$ 1.69	12/24/2012
12-18649		Karen Lindholdt		1/31/2012	2/2/2012			2012-1	12/6/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18647	<div>RS to: WSP: received and saved in ADOBE</div> <div>\$\$Cost letter due 3/28/12\$\$</div> <div>3/28/12: Cost letter e-mailed:</div> <div>Number of Pages 4 x 20 \$0.80 Postage + \$0.45 Total Cost = \$1.25</div> <div>***3/28/12: the responsive records contain nudity, I therefore, sent DV an e-mail asking if I obscure the nudity. 4/9/12: records mailed.</div>	2.00	3.00
12-18648	<div>02/02/12: Mailed int 5-day response letter (40/033012) 03/29/12: <a href="#">Sent RS to performance/trng. (due 4/11/12)</a> 03/30/12: Mailed ext (32/051512) 04/11/12: <a href="#">Recd response from performance/trng - no docs</a> 05/15/12: <a href="#">Sent RS to hdq facility hearings (due 5/31/12)</a> 05/15/12: Mailed status letter, no docs so far (30/062712) 05/16/12: <a href="#">Recd 2 manuals &amp; PowerPoint trng from hrngs</a> 05/16/12: <a href="#">Added to Admin Task-Q - scan the two manuals</a> 05/18/12: Sent inst 1 as attachment to email (230 pgs - PowerPoint trng) 05/29/12: <a href="#">Manuals scanned (1 hr time sept)</a> 06/14/12: Returned two manuals to HQ facility hearings/Marcia McMahon 06/27/12: Sent inst 2 as attachment to email (142 pgs - Staff Advisory Trng Manual) 08/16/12: <a href="#">Mailed \$ cost letter for inst 3 (655 pgs/\$1 69-CD)</a> 12/24/12: Recd \$ 01/10/13: Mailed docs</div> <div>REQUEST CLOSED - PD Portfolio done</div>	0.25	11.50
12-18649	<div>1/31/2012 -five day letter mailed.</div> <div>2/9/2012 -IT Data Request form completed and emailed to D.V. -Copy of request scanned and emailed to D.V.</div> <div>2/23/2012 -Per D.V. - requested clarification.</div> <div>2/24/2012 -received clarification</div> <div>2/28/2012 -responded to requestor. -workflows sent to HR and CI</div> <div>3/30/2012 -workflow sent to AHCC.</div> <div>4/18/2012 -extension needed. Letter mailed.</div> <div>6/12/2012 -Extension sent</div> <div>7/10/2012 -emailed install 1 - 11 pages (no enjoiment needed)</div> <div>8/28/12 -second installment sent</div> <div>9/25/12 -correspondence stating enjoiment needed</div> <div>-ext sent 10/25/12</div> <div>cst sent 11/6/12</div>	5.50	20.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-18647	1. A copy of Conner Schierman s, DOC#340719 Individual Behavior Management Plan; 2. Copies of the physical evidence used against Mr. Schierman in a disciplinary hearing held on January 10, 2012. In particular, copies of the photographs or pictures that were the basis of the infraction and disciplinary hearing.		
12-18648			
12-18649			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18650	Bascom	Michelle	Other Government Agency	289177	1/26/2012		Michael Sessions 289177 - all records	2/13/2012	3 Closed	In Unit	5	5	0.75							State of NY Board of Examiners of Sex Offenders
12-18651	Garrison	Robert	Offender	790276	1/26/2012	Skewis, Erin K. (DOC)	policies, phone calls, surveillance, menus, letters, and address etc.		3 Closed	In Unit	93	87								
12-18652	Lee	Ismael	Offender	881806	1/26/2012	DOC CBCC PDU	how risk assessment tool works		3 Closed	Out of Unit	45		1.5				1.50			
12-18653	Muhammad	Shaka	Citizen		1/26/2012	Shamberg, Virginia B. (DOC)	handbook of religious beliefs and practices		3 Closed	In Unit	112		0.5							
12-18654	Bonin	John	Attorney	781469	1/26/2012		Michael Jackson 781649 critical incident reviews related to his monitoring	3/19/2012	3 Closed	In Unit	47	47	1							Bonin & Cook
12-18655	Jones	Curtis	Offender	891402	1/26/2012	DOC AHCC PDU	King Co. Jail incident from assault on 1/28/11	2/6/2012	3 Closed	Out of Unit	0		2				2.00			
12-18656	Cvitanich	Toni	Citizen		1/26/2012		policy for nuisance contriband	4/17/2012	3 Closed	In Unit	7	7	0.75							
12-18657	Kern	Kenneth	Offender	835393	1/26/2012	DOC CRCC PDU	felony convictions		0 New	Out of Unit										
12-18658	Gutierrez	Reynaldo	Offender	773326	1/26/2012	Schave, Gaylene R. (DOC)	all kites and requests since 7/22/09		3 Closed	In Unit	33		10				0.50			
12-18659	Valentine	Daniel	Offender	789495	1/26/2012	Shamberg, Virginia B. (DOC)	cashd checks for transfer of funds for magazines	3/3/2012	3 Closed	In Unit	4	4	0.75							
12-18660	Barr	Jesse	Offender	759318	1/26/2012	Skewis, Erin K. (DOC)	incarceration dates	2/6/2012	3 Closed	In Unit	2	2	1				0.50			
12-18661	White	Yoshio	Offender	633518	1/26/2012	DOC SCCC PDU	chronos from 9/26/06-10/23/06		0 New	Out of Unit										
12-18662	Robb	Deanna	Citizen	879861	1/26/2012		Andrew McNabb 879861 offender score	2/2/2012	3 Closed	In Unit	1	1	0.5							
12-18663	Silva	Matthew	Offender	957176	1/26/2012		any/all records related to Mr. Silva's motion		2 Waiting	In Unit	23		1.5							

PD LOG #	Fellow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18650		Michelle Bascom		2/2/2012	2/2/2012			2012-1	3/20/2012		
12-18651		Robert Garrison		1/27/2012	2/2/2012			2012-1		\$ 19.90	4/20/2012
12-18652		Ismael Lee	2/6/14 file closed, never received funds.	1/30/2012	2/2/2012			2012-1	2/2/2012		
12-18653		Shaka Muhammad	CLOSED/PAST 30DAYS.	2/2/2012	2/2/2012			2012-1	2/2/2012	\$ 23.50	
12-18654		John Bonin	closed 3/19/12	2/2/2012	2/2/2012			2012-1	3/31/2012	\$ 11.70	3/16/2012
12-18655		Curtis Jones	OHR-13518 Item 2	1/30/2012	2/2/2012			2012-1	2/2/2012		
12-18656		Toni Cvitanich		2/2/2012	2/2/2012			2012-1		\$ 2.05	
12-18657		Kenneth Kern			2/2/2012			2012-1	2/2/2012		
12-18658		Reynaldo Gutierrez		1/30/2012	2/2/2012			2012-1			
12-18659		Daniel Valentine		2/2/2012	2/2/2012			2012-1	2/2/2012	\$ 1.25	2/29/2012
12-18660		Jesse Barr		1/27/2012	2/2/2012			2012-1		\$ 0.85	2/6/2012
12-18661		Yoshio White			2/2/2012			2012-1	2/2/2012		
12-18662		Deanna Robb	per call to requestor email to:wyfishdee@gmail.com	2/2/2012	2/2/2012			2012-1			
12-18663		Matthew Silva	waiting payment (23pp/1.69/6.10) [didn't speciy email, so offered on CD] no further rcds	2/2/2012	2/2/2012			2012-1	4/15/2012	\$ 1.69	

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18650	2/2/12 int ltr/fin1 ltr emailed5 pgs provided (from OMNI)CF placed on archive order list..5 hrs 2/13/12Per email to Terrina Peterson - they got what they needed, and no longer need the PD records.CLOSED		
12-18651	1/27/12 - Mailed int letter; Next Due: <b>3/28/12</b> RS To: CBCC; Tamara Rowden; Susan Grisham; Correspondence (Tracy)  3/27/12 - Mailed #1 \$ letter (87 pgs + divider pages)  4/20/12 - Rec'd payment; Mailed records and denial Next Due: <b>6/26/12</b>  <b>4/24/12 - Denise rec'd call from Garrison's mother stating that Garrison was now at MCC and to forward the records there. However, then payment was rec'd in our office Garrison was at WCC so the records were sent there.</b>  5/7/12 - Rec'd complaint from requester; sent response Next Due <b>6/26/12</b>  6/18/12 - Mailed #2 \$ letter		
12-18652	5 day letter sent 1/30/12. Cost letter sent 2/13/12.		
12-18653	Routing slip sent to Monica Holloway/Received records. Cost letter sent 2/2/2012. Once payment is received will print responsive records from the request folder.		
12-18654	1/27/12 sent RS to RM for all CIRs, DUE 3/2/12 2/2/12 mailed int ltr 2/6/12 rec'd RM rcds 3/9/12 mailed \$ ltr (47pp/\$11.70) 3/16/12 rec'd payment 3/19/12 mailed resp rcds	1.00	4.00
12-18655	2-6-12 Final ltr sent		
12-18656	2/2/12 \$ ltr mailed for 7 pgs 5 hrs 4/17/12 records mailed. CLOSED		
12-18657			
12-18658	1/30/12 Clarification sent 2/28/12 rec'd letter stating he moved to a new facility 3/29/12 sent a letter acknowledging his new address 4/4/12 \$ letter sent administratively closed; waiting for payment.	9.50	0.50
12-18659	Routing slip sent to PD Tina Coleman. Documents received from Tina 2/14/2012 Cost letter sent 2/14/2012. documents mailed on 3/3/2012.  <b>CLOSED.</b>	0.50	
12-18660	1/27/12 - Mailed int/\$ letter  2/6/12 - Rec'd \$; mailed records and final letter		
12-18661			
12-18662	2/2/12 emailed 1 pg from OSPS.5 hrsclosed		
12-18663	1/27/12 emailed copy of request and my proposed int ltr to D. Vaughan and S. Di Vittorio (ATG) 1/27/12 sent RS to Sheri Izatt and SCCC, DUE 2/1/12 DV ltr ok 2/2/12 mailed int ltr 3/12/12 rec'd SCCC rcds 3/15/12 mailed \$ ltr (23pp/CD/1 69 or 6.10)	4.00	2.50

PD LOG #	Requested Items	To Do Date	To Do Status
12-18650	all records available related to Michael Sessions #289177.		
12-18651	1. Complete list of all numbers called on September 21 and 22, 2011 using your Pin #13474894. You would like this list to include date/time, duration and number called - <b>1st Installment</b> 2. The exact location of the inmate phones that used your Pin #13474894 on September 21 and 22, 2011 (i.e. unit, pod, floor level, yard location) with date and time of the call(s) <b>Per CBCC:</b> <i>"Per I &amp; I, VAC states this is not available"</i> 3. Video surveillance showing the phones used at the time of calls were made in item #2. <b>Per CBCC:</b> <i>"Since the locations cannot be determined, no video is provided"</i> 4. Copy of your request sent to CBCC s I&I Department by Denise Larson on October 20, 2011 and all related investigations/reports regarding the unauthorized use of your Pin #13474894 <b>Per CBCC</b> <i>"Per I &amp; I there were no investigations conducted (see email). I have included a KITE I responded to on the date provided, but it is not related to the telephone pin issue and I did not forward it to I &amp; I. If there is another KITE, I have been unable to locate it."</i> 5. Copy of DOC s Inmate Mainline Menu for Thanksgiving 2011 (November 24, 2011), Christmas 2011 (December 25, 2011) and New Year s 2012 (January 1, 2012) 6. DOC s Regular Mainline complete food cycle menu and nutritional information for this menu - <b>1st Installment</b> 7. DOC s Kosher Diet menu with nutritional information - <b>1st Installment</b> 8. DOC s Kosher Passover Diet menu with nutritional information - <b>1st Installment</b> 9. Records showing the bread provided on the Kosher diet has been certified/verified to be served as Kosher - <b>1st Installment</b> 10. Records showing the peeled/boiled eggs provided on the Kosher diet has been certified/verified to be served as Kosher 11. Copy of your questions sent to CBCC s food manager, Ms. Chase, on January 24, 2012 with her responses to the questions - <b>1st Installment</b> 12. Copy of your letter sent to DOC s Grievance Program Manager in Olympia on or about September 30, 2011. You state that your letters were regarding Grievance #1117643, 1117652 and 1117643 and the fact that the two grievances ending in 7643 were two different issues but were filed under same grievance number. You would like all responses from the Grievance Program Manager as well. - <b>1st Installment</b> 13. Copy of your letter sent to the DOC Secretary on or about December 22, 2011 regarding the Grievance Program Manager not responding to your letter and the Food Manager having issues with offenders on Kosher Diets. You would also like any responses to this letter. 14. The physical address to the corporate office of Value Added Communication (VAC) - <b>1st Installment</b>		
12-18652			
12-18653	Requesting a copy of the Handbook for Religuous Beliefs and Practices rev.20/2004 Washington Handbook.		
12-18654	all critical incident reviews conducted related to the monitoring of offender Michael Lee Jackson, #781649.		
12-18655			
12-18656	doc policy 420.375		
12-18657			
12-18658			
12-18659	requesting copies of Funds transfers for the following checks: 1) Scientific American -\$34 on 9/7/2011 AM #17681726. 2) R.V. Buyers Guide -\$9.99 on 9/27/2011 AM#17764108		
12-18660			
12-18661			
12-18662	records showing the offender classification score for Andrew D. McCann, #878961.		
12-18663	"any and all records . . . that are in any way related to the said motion."  Interpretted as: records about the provision of the CD containing discovery material to you, receipt of your letter requesting copies of the discovery materials from the CD, and Ms. Izatt s response to that letter, including (1) communications between Department staff and the Assistant General s Office (AGO) or internal communications between staff, and (2) notes, memoranda, or chronological screens.		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18664	Hatch	Jeffrey	Attorney	349693	1/26/2012	DOC SRCJC PDU	Adam Pantier 349693 terms of probation and evals required	3/1/2012	3 Closed	Out of Unit										Marsh, Higgins, Beaty & Hatch
12-18665	Florez-Velasquez	Francisco	Offender		1/26/2012		facesheet and sentencing order Clark Co. case no. 05-1-02432-1		3 Closed	In Unit			0.75							
12-18666	Petersen	Kelly	Citizen	906538	1/26/2012	DOC MCC PDU	Records regarding current incarceration for Ted Cherry Jr. 906538		0 New	Out of Unit										
12-18667	Stockham	Robert	Citizen	854199	1/26/2012	Riley, Robin L. (DOC)	Release date and various records submitted to the ISRB		3 Closed	Out of Unit			1.5				1.50			
12-18668	Stafford	Susan	Provider	921143	1/27/2012	Pernula, Theresa L. 'Terry' (DOC)	Incarceration dates for Song Pu Kim 921143		3 Closed	In Unit										
12-18669	Taylor	Colin	Offender	891990	1/27/2012		All records regarding Grievance No. 1018954	3/8/2012	3 Closed	In Unit	12	12	1							
12-18670	Taylor	Colin	Offender	891990	1/27/2012		All records regarding Grievance No. 1102581	3/6/2012	3 Closed	Out of Unit	4	4	0.75							
12-18671	Taylor	Colin	Offender	891990	1/27/2012		All records regarding Grievance No. 1104031	3/6/2012	3 Closed	In Unit	3	3	0.5							
12-18672	Taylor	Colin	Offender	891990	1/27/2012		All records regarding Grievance No. 1019699	3/7/2012	3 Closed	In Unit	8	8	1							
12-18673	LeBank	Micah	Attorney	944224	1/27/2012	Schave, Gaylene R. (DOC)	Any/all records regarding Eric Blaine Evans 944224 and the man he murdered Ernest Tullis		3 Closed	In Unit	1034	511	14.5							Connelly Law Offices
12-18674	Foster	Mack	Offender	334610	1/27/2012	Terrell, Paula L. (DOC)	J & S, search report, arrest report and postage transfers filed by himself between various dates		3 Closed	In Unit	32		4				1.00			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18664		Jeffrey Hatch	CD-2209	1/30/2012	2/2/2012			2012-1	2/2/2012		
12-18665		Francisco Florez-Velasquez	NOT IN OMNI	1/31/2012	2/2/2012			2012-1	2/2/2012		
12-18666		Kelly Petersen			2/2/2012			2012-1	2/2/2012		
12-18667	Yes	Robert Stockham		1/27/2012	2/2/2012			2012-1	2/10/2012		
12-18668		Susan Stafford	Waiting for clarification.	1/30/2012	2/3/2012			2012-1	1/31/2012		
12-18669		Colin Taylor		2/3/2012	2/3/2012			2012-1			
12-18670		Colin Taylor		2/3/2012	2/3/2012			2012-1			
12-18671		Colin Taylor		2/3/2012	2/3/2012			2012-1			
12-18672		Colin Taylor		2/3/2012	2/3/2012			2012-1			
12-18673		Micah LeBank		1/30/2012	2/3/2012			2012-1		\$ 109.75	4/25/2012
12-18674		Mack Foster		2/3/2012	2/3/2012			2012-1	5/3/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18664			
	1/31/2012 -Could not locate offender in OMNI - sent response to offender and forwarded a copy of his letter to Records. Sent response letter to requestor. (NOT A RECORDS REQUEST)  2/6/2012 -Five day letter returned from Oregon DOC.  2/10/2012 -Tracy Wade is going to answer letter. -Re-sent a copy of returned letter and new letter.		
12-18665			
12-18666			
	Waiting for clarification and will set out two weeks to see if ORP has been received.		
12-18667	E-mail copy of denied ORP and Decision and Reasons on 2-24-2012.rlr		
	1/30/2012 -Five day response emailed. -Requested clarification - told requestor that offender was never incarcerated in WA State DOC prison system. Asked requestor if they wante a copy of the field file. - JW		
12-18668	1-30-12 Rcv'd file from Jerome		
	2/3/12 int email sentsame PDU-15854 & others.25 hrs 3/6/12 emailed 2 day ext 3/8/12emailed records -12 pgs w/ redactionscompared to previous (2 add'l pgs).5 hrsCLOSED		
12-18669			
	2/3/12 int ltr emailedsame as PDU-14640.25 hrs 3/6/12records mailed - 4 pgscmpared to previously released - sameCLOSED 5 hrs		
12-18670			
	2/3/12 int ltr emailedsame as PDU-15365 & others.25 hrs 3/6/12final ltr & records emailed - 3 pgscmpared to previous requests - samecheck VS's re-route to SCCC - no add'lCLOSED.25		
12-18671			
	2/3/12 int email sentsame as PDU-14643, 15697, 15235.25 hrs 3/6/12 emailed 2 day ext 3/7/12fin email sent w/ records8 pgs provided w/ redactionscompared to previous requests - same.5 hrsCLOSED		
12-18672			
	\$ letter out 4/19/12 I am trying to locate any records responsive to the death of Mr. Tullis as it regards to offender Evans. 1 chrono was found; still searching. 2nd install for any additional records 2nd install 530 pgs 7/27/12 rec'd payment 8/7/12 records mailed 10/31/12 3rd/final installment due check TIRS no TIRS found 10/18/12 closed request.		14.00
12-18673			
	RS to, for #2, #3, and #4: HQ Grievances Received and saved in PD file. WSP:Recv'd and saved in Outlook  NI & \$ sent:  <b>Number of Pages</b> 32 x 20 \$6.40 <b>Postage</b> + \$1.90 <b>Total Cost</b> = \$8.30  Installment #1 is in response to #1, and #4.  2/13/12: \$ recv'd 2/16/12: records mailed.  \$\$There was an overpayment of \$0 30 that needs to be credited onto installment#2\$\$!!  \$\$cost letter due for inst#2 on 4/11/12\$\$ 4/11/12: extension letter mailed. 4/11/12: RS to AHCC for requested postage transfers: Received and saved in Outlook. \$\$New due date for cost letter for inst#2 is 5/3/12\$\$ \$\$5/3/12: mailed cost letter for installment #2:		
12-18674		10.00	

PD LOG #	Requested Items	To Do Date	To Do Status
12-18664	Five day letter sent; assigned to Becky Johnson.		
12-18665			
12-18666			
12-18667	Release date and ORP - Clarification requested through e-mail response and phone call 1-27-2012		
12-18668			
12-18669	Grievance No. 1018954		
12-18670	Grievance No. 1102581		
12-18671	Grievance No. 1104031		
12-18672	Grievance No. 1019699		
12-18673			
12-18674	1. Judgment and Sentence for cause #081057510; 2. Pierce County arrest report from your arrest on 7/5/2008; 3. Washington State Penitentiary search report for the west complex, Golf East 119, dated 11/16/10; 4. All grievance level responses for Grievance Log ID #1025989; 5. All postage transfers filed by you dated between 8/11/10 through 11/5/10.		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18697	Beck	Zachary	Offender	880857	1/30/2012	Garland, Karl A. (DOC)	Violation hearing at WCC that revoked his good time, chronos	7/11/2012	3 Closed	In Unit	17	17	6				0.50			
12-18698	Beck	Zachary	Offender	880857	1/30/2012	Garland, Karl A. (DOC)	All chronos regarding himself from various CCOs dated from 7/1/09 to 8/31/11	7/11/2012	3 Closed	In Unit	13	13	3.5				0.50			
12-18699	Wilson	Anton	Offender	759895	1/30/2012	DOC SRCJC PDU	Time left in incarceration		1 Open/In-Progress	Out of Unit										
12-18700	Alveto	Jerome	Offender	322854	1/30/2012	Skewis, Erin K. (DOC)	Any/all reprimands, formal informal complaints against 1-1-1990 to 1-1-2012	7/3/2013	3 Closed	In Unit										
12-18701	Bush	Adam	Offender	889284	1/30/2012	DOC AHCC PDU	J & S	2/13/2012	3 Closed	Out of Unit	16	16	3				2.00			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18697		Zachary Beck	* Printed docs from OMNI (11 pgs)  * Review FF (See PDU-13623 for FF copy) (done: 6 pgs responsive - VR dated 7/28/09; Hearing & Decision Summary and Confinement Order, both dated 8/6/09)  NOTE: Item #3 - there are no docs responsive to this item. The only VR during requested time frame was authored by Beth Graves.  All chronos provided = pages 9-11 only one chrono authored by Kevin Rentner (dated 7/24/09) for time frame requested.	2/6/2012	2/6/2012			2012-1		\$ 4.70	7/5/2012
12-18698		Zachary Beck	Pages 1-2 - chronos by Jeff Frice dated 1/8/10 - 10/13/10 Pages 3-13 - chronos by Bethany Graves dated 7/10/09 to 8/16/11.  Pages 14-15 - chronos by Bethany Graves dated 6/2/09 to 6/30/09.	2/6/2012	2/6/2012			2012-1		\$ 3.70	7/5/2012
12-18699		Anton Wilson	2-2-12 AHCC Records MSU responding 2-2-2012 Re-direct from AHCC to SRCJC per Fallon. See attached message!	2/6/2012	2/6/2012			2012-1	2/6/2012		
12-18700		Jerome Alverto		2/1/2012	2/6/2012			2012-1			
12-18701		Adam Bush	2-2-12 AHCC Records Main CRT Leyerle responding	2/3/2012	2/6/2012			2012-1	2/6/2012	\$ 4.50	

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18697	<p>02/06/12: Mailed int 5-day letter (62/050312) 02/24/12: Recd letter from Beck inquiring about the calculation of the time frame. 02/28/12: Mailed letter to Beck explaining that the established time frame is correct for 'business days' 05/03/12: Mailed \$ cost letter (17 pgs / \$4.70) 07/05/12: Recd \$ 07/11/12: Mailed docs</p> <p>REQUEST CLOSED - PDU Folder to file room bin</p>	0.00	6.00
12-18698	<p>02/06/12: Mailed int 5-day response letter (62/050312) 02/24/12: Recd letter from Beck inquiring about the calculation of the time frame. 02/28/12: Mailed letter to Beck explaining that the established time frame is correct for 'business days'. 05/03/12: Mailed \$ cost letter (13 pgs/\$3.70) 07/05/12: Recd \$ 07/11/12: Mailed docs</p> <p>REQUEST CLOSED - PDU Folder to file room bin</p> <p>Beck appealed docs received</p> <p>09/04/12 &amp; 09/20/12: Risk Mngmt sent reply to appeal (my due date for next response is 10/09/12) Original request was for chronos dated 7/1/09-8/31/11. In a correspondence from Beck regarding a new request he changed the dates to 6/1/09-9/31/11. I provided him docs for original dates requested, in error.</p> <p>10/09/12: Mailed 2 pages of chronos of Bethany Graves dated from 6/1/09 to 7/1/09. There were no chronos dated between 8/31/11 &amp; 9/30/11. Also- there were no chronos for Jeffery Price for either time frame.</p> <p>REQUEST CLOSED</p>		3.50
12-18699	Sent 5 day letter; assign to JaDean for calculations/letter.		
12-18700	<p>2/1/12 - Mailed int response; Next Due: <b>4/10/12</b> RS to Sarah Conly (PREA) and CBCC</p> <p>Note: There are two Bryan McGarvie's that work at CBCC. Rec'd confirmation from staff that CUS McGarvie (Badge #1057) is the one that the requester is asking for records about. 4/9/12 - Mailed ext letter; Next Due: <b>6/18/12</b></p> <p><b>Put on 2nd Eyes Task Q</b></p> <p>6/18/12 - Mailed ext letter; Next Due <b>8/16/12</b></p> <p>8/13/12 - Mailed enjoin packets; Expires <b>8/22/12</b> Mailed ext letter to requester; Next Due <b>9/7/12</b></p> <p><b>-DOC is pursuing TRO</b></p> <p><b>-Rec'd confirmation that CUS McGarvie #1057 has worked at CBCC for his whole DOC career.</b></p> <p>9/7/12 - Mailed ext; Next Due <b>10/12/12</b> 10/12/12 - Mailed ext; Next Due <b>12/18/12</b></p> <p>10/19/12 - rec'd complaint letter 10/24/12 - Responded; we continue to review records; I will follow up on or before 12/18/12</p> <p>12/18/12 - Mailed ext letter; Next due <b>2/14/12</b> Submitted 2nd install to Denise for review</p> <p>2/7/13 - Met w/ denise. We need clarification from Sell 20387. We only want to enjoin staff on the 2nd install of 18700 one time. We need clar from Sells and then will determine that the 2nd install for Alverto is responsive to Sells, as well.</p> <p>Rec'd clar from Sells. He wants all McGarvie investigations. So, I put all the investigations on Denises Task Q. Once she reviews the one that is also responsive to this request I will enjoin all at once.</p>	7.00	
	<p>2/7/13Mailed ext; Next Due <b>4/5/13</b></p> <p>4/5/13 - Mailed ext; Next Due <b>5/13/13</b> 5/13/13 - Mailed ext letter and also a copy of the TRO denying the McGarvie investigation. Next Due <b>7/9/13</b> I don't believe that there are any other responsive records but I need to make sure</p> <p>7/3/13 - Mailed final letter; No addtl responsive records</p>		
12-18701	<p>2-6-12 Cost ltr sent w/Agency Denial Form 2-13-12 Final ltr w/Agency Denial Form and docs sent</p>		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18697	Disclosure of the following records related to his July/August 09 violation/sanction that took place at the Washington Corrections Center, R-Units: 1. All documents/chronos 2. Chronos authored by Mr. Rentner 3. Violation report authored by Mr. Rentner 4. Any documentation about how and where he was arrested & by whom		
12-18698	My interpretation of the request is that he has requested disclosure of the following records dated from 7/1/09 to 8/31/11: 1. All chronos authored by CCO Jeff Frice about him 2. All chronos authored by CCO Beth Graves about him		
12-18699			
12-18700	all reprimands, formal and informal complaints against Bryan McGarvie from January 1, 1990 to January 1, 2012 regarding sexual harassment, sexual misconduct and/or sexual motivation.	#####	Review
12-18701			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18702	Bolle	Lorraine	Other Government Agency	890395	1/30/2012	DOC SRCJC PDU	Incarceration dates, supervision dates for various Cause No.'s for David Dietrick 890395, to include other Supervision records		1 Open/In-Progress	Out of Unit										
12-18703	Cronin	Kim	Attorney	277084	1/30/2012	Terrell, Paula L. (DOC)	Sexual deviancy records for William Haynen 277084	3/2/2012	3 Closed	In Unit	21	21	6				3.00			Associated Counsel for the Accused
12-18704	Nazical	Freddy	Offender	778642	1/30/2012	Pernula, Theresa L. 'Terry' (DOC)	GED certificate	3/5/2012	3 Closed	In Unit	1	1	1.25							
12-18705	Nicolaus	Erica	Attorney	840301	1/30/2012		all records on Audrie Woods 840301		3 Closed	In Unit	258	54					2.00			Society of Counsel Representing Accused Persons
12-18706	Taylor	Colin	Offender	891990	1/31/2012		packet for grievance no. 1100080	3/7/2012	3 Closed	In Unit	8	8	0.75							
12-18707	Taylor	Colin	Offender	891990	1/31/2012		packet for grievance no. 1016968	3/7/2012	3 Closed	In Unit	5	5	0.5							
12-18708	Taylor	Colin	Offender	891990	1/31/2012		packet for grievance no. 1103024	3/7/2012	3 Closed	In Unit	2	2	0.75							
12-18709	Taylor	Colin	Offender	891990	1/31/2012		packet for grievance no. 1021368	3/7/2012	3 Closed	In Unit	8	8	0.75							
12-18710	Taylor	Colin	Offender	891990	1/31/2012		packet for grievance no. 1018731	3/7/2012	3 Closed	In Unit	1	1	0.5							
12-18711	Darnall	Adam	Offender	828184	1/31/2012	DOC ES2 PDU	incarceration dates	2/10/2012	3 Closed	Out of Unit	3	3	1				1.00			
12-18712	Ragan	Tommy	Offender	287417	1/31/2012	DOC MCC PDU	copy of forensic psychological evaluation form he signed requested by ESRC		0 New	Out of Unit										
12-18713	Soloman	Geleta	Offender	318445	1/31/2012	DOC MCC PDU	J&S		0 New	Out of Unit										
12-18714	Viscussi	Anthony	Offender	754710	1/31/2012	DOC MCC PDU	J&S		0 New	Out of Unit										
12-18715	Phillips	Jabarie	Offender	745470	1/31/2012	DOC CBCC PDU	names, addresses, and telephone numbers of treating medical providers, medical billings, and witnesses.	4/20/2012	3 Closed	Out of Unit	5		1.25				0.25			
12-18716	Sandoval	Gino	Offender	283632	1/31/2012	Pernula, Theresa L. 'Terry' (DOC)	his account deductions for out going and regular mail and legal photocopies		3 Closed	In Unit	123									
12-18717	Florczak	Anthony	Offender	484549	1/31/2012	DOC SCCC PDU	OMNI prison calcs. for cause no. 99-105738-6		0 New	Out of Unit										
12-18718	Hunt	Donald	Offender	786516	1/31/2012		anything regarding WSR mail rejection notices #OUT-12/6/11-516 and #IN-10/11/11-516	3/27/2012	3 Closed	In Unit	9	9	0.5							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18702		Lorraine Bolle		2/1/2012	2/6/2012			2012-1	2/6/2012		
12-18703		Kim Cronin	OHR-13545 3/1/12: PD file placed in bin to be filed in PD file room. No port done.	2/6/2012	2/6/2012			2012-1	2/6/2012	\$ 5.70	2/16/2012
12-18704		Freddy Nazical	1-31-12 ordered archived CF #10120192 Rcv'd 2-9 Rtrn'd 3-5	2/6/2012	2/6/2012			2012-1	3/31/2012		
12-18705		Erica Nicolaus	OHR-13619 (second installment documents are in request folder for this request)	2/6/2012	2/6/2012			2012-1	4/18/2012		
12-18706		Colin Taylor		2/7/2012	2/7/2012			2012-1			
12-18707		Colin Taylor		2/7/2012	2/7/2012			2012-1			
12-18708		Colin Taylor		2/7/2012	2/7/2012			2012-1			
12-18709		Colin Taylor		2/7/2012	2/7/2012			2012-1			
12-18710		Colin Taylor		2/7/2012	2/7/2012			2012-1			
12-18711		Adam Darnall			2/7/2012			2012-1	2/7/2012		
12-18712		Tommy Ragan			2/7/2012			2012-1	2/7/2012		
12-18713		Geleta Soloman			2/7/2012			2012-1	2/7/2012		
12-18714		Anthony Viscussi			2/7/2012			2012-1	2/7/2012		
12-18715		Jabarie Phillips	OHR-13573	2/3/2012	2/7/2012			2012-1	2/7/2012		
12-18716		Gino Sandoval	2-1-12 RS to SCCC by 2-22 Rcv'd 3-7 3-6-12 e-mail to S. Izatt 4-16-12 close if no response rcv'd	2/6/2012	2/7/2012			2012-1	3/31/2012		
12-18717		Anthony Florczak			2/7/2012			2012-1	2/7/2012		
12-18718		Donald Hunt	closed 3/27/12	2/7/2012	2/7/2012			2012-1	3/31/2012	\$ 2.45	3/23/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18702	Five day letter sent 2/1/12; assigned to Levy Vidal.		
	NI & \$ sent.  <b>Number of Pages</b> 21 x 20 \$4.20 <b>Postage</b> + \$1.50 <b>Total Cost</b> = \$5.70 Once payment is received the records will need to be reviewed and denial done. 3/2/12: records mailed.		
12-18703			
	<u>2012</u> 2-6 e-mailed initial response 3-5 e-mailed final letter & 1 page		
12-18704			
	2/6/2012 -emailed 54 pages of chronos as a first installment. Requested clarification for all records.  4/13/2012 -emailed cost letter for installment 2.		
12-18705			
	2/7/12 int email sentsame as PDU-14641 & others 25 hrs 3/7/12records emailed - 8 pgscompared to previous PDUs 5 hrsCLOSED		
12-18706			
	2/7/12 int email sentnot same as any others 25 hrs 3/7/12emailed records (5 pgs)records are from Libertyno one else has requeusted this # 25 hrsCLOSED		
12-18707			
	2/7/12 int email sentsame as PDU-14708/709/710.25 hrs 3/7/12records emailed - 2 pgscompared to previous PDs.5 hrsCLOSED		
12-18708			
	2/7/12 int email sentsame as PDU-14644 & others 25 hrs 3/7/12records emailed -8pgschecked against TP's request.5 hrsCLOSED		
12-18709			
	2/7/12 int email sentsame as PDU-17412 & others 25 hrs 3/7/12records emailed - 1 pgcompared to previous.25 hrsCLOSED		
12-18710			
12-18711	emailed 3 pages, 1 hour 2/10/12		
12-18712			
12-18713			
12-18714			
12-18715	5 day letter for non-medical records sent 2/3/12. Requested extension and provided requested information on 3/13/12. No additional records found / final letter sent 4/20/12.		
	<u>2012</u> 2-6 mailed initial response 3-16 mailed cost letter for 123 pgs/\$29.90	8.50	1.50
12-18716			
12-18717			
	2/1/12 sent RS to MCC, DUE 3/2/12 2/7/12 mailed int ltr  2/9/12 rec'd MCC rcds 3/8/12 mailed \$ ltr (9pp/\$2.45) 3/23/12 rec'd payment 3/27/12 mailed resp rcds	1.00	1.50
12-18718			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18702	Incarceration dates and supervision dates and records.		
12-18703	1. Sexual deviancy treatment intake, treatment summary and discharge summary; 2. Mental health records; specifically the initial intake evaluation and most recent evaluations conducted including diagnosis and treatment plans.		
12-18704	<b>HOURS: 1.25</b> <b>CLOSED</b> <b>2012</b> Jan. - 0.5 Feb. - 0.25 March - 0.5		
12-18705			
12-18706	entire investigative packet for grievance no. 1100080		
12-18707	entire investigative packet for grievance no. 1016968		
12-18708	entire packet for grievance no. 1103024		
12-18709	entire investigative packet for grievance no 1021368		
12-18710	entire investigative packet for grievance no. 1018731		
12-18711			
12-18712			
12-18713			
12-18714			
12-18715			
12-18716	<b>HOURS: 10.0</b> <b>CLOSED</b> <b>2012</b> Feb. - 0.5 March - 1.0 + 8.5 SCCC		
12-18717			
12-18718			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18719	Hunt	Donald	Offender	786516	1/31/2012		names, titles, contact info, and job titles of employees	5/23/2012	3 Closed	In Unit	216	216	1							
12-18720	Rochek	Alan	Offender	739013	1/31/2012	Skewis, Erin K. (DOC)	PREA investigation	2/3/2012	3 Closed	In Unit										
12-18721	Comte	Michael	Attorney	979538	1/31/2012	DOC SRCJC PDU	Craig Clark 979538 PSI	2/6/2012	3 Closed	Out of Unit	116		1.5							Comte's & Associates
12-18722	Taylor	Margo	Citizen	973646	1/31/2012	DOC SRCJC PDU	audio recorded statement on 9/15/11 for Danny Williams 973646 hearing	2/6/2012	3 Closed	Out of Unit			1							
12-18723	Stephens	Jeri	Citizen	263379	1/31/2012	DOC MCC PDU	Cleavel Stephens 263379 id photo		0 New	Out of Unit										Healthy Options at Home
12-18724	Balson	Hank	Attorney		1/31/2012	Skewis, Erin K. (DOC)	DOC's efforts to reduce meds	7/10/2012	3 Closed	In Unit	313	313					3.50			Public Interest Law Group
12-18725	Williams	Jesse	Attorney	18725	1/31/2012	DOC SRCJC PDU	James Wilkinson 717946 conditions after release cause no. 04-1-01194-5 and chronos		1 Open/In-Progress	Out of Unit										US Attorney's Office
12-18726	Slick	Scott	Provider		2/1/2012		access to misdemeanor and felony records for serious traffic violations		3 Closed	In Unit			0.25							Explore Information Data
12-18727	Maines	Selisse	Citizen	898491	2/1/2012	Pernula, Theresa L. 'Terry' (DOC)	Qudaffi Howell 898491 infraction records	4/12/2012	3 Closed	In Unit	8	8	2							
12-18728	Garcia	David	Offender	939524	2/1/2012		performance insurance bonds, contracts, malpractice law suits, settlements, policies		3 Closed	In Unit			2							
12-18729	Lomeli	Alberto	Offender	851791	2/1/2012	DOC LCC PDU	convictions		3 Closed	Out of Unit	4		0.05							
12-18730	Erickson	Thomas	Offender	925702	2/1/2012	DOC LCC PDU	J&S		3 Closed	Out of Unit	11		0.05							
12-18731	Bryan	Richard	Offender	893416	2/1/2012	DOC SCCC PDU	arrest report cause no. 05-1-01006-0 and 06-1-00074-7, guilty plea, alford plea, SO registration #, and J&S		0 New	Out of Unit										
12-18732	Youngblood	Albert	Offender	333592	2/1/2012	DOC WCC PDU	criminal history		0 New	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18719		Donald Hunt	closed 5/23/12	2/7/2012	2/7/2012			2012-1	5/31/2012	\$ 1.69	5/17/2012
12-18720		Alan Rocheck		2/1/2012	2/7/2012			2012-1			
12-18721		Michael Comte	OHR-13574, CD-2218	2/1/2012	2/7/2012			2012-1	2/7/2012		
12-18722		Margo Taylor		2/1/2012	2/7/2012			2012-1	2/7/2012		
12-18723		Jeri Stephens			2/7/2012			2012-1	2/7/2012		
12-18724		Hank Balson		2/2/2012	2/7/2012			2012-1			
12-18725		Jesse Williams			2/7/2012			2012-1	2/7/2012		
12-18726		Scott Slick		2/8/2012	2/8/2012			2012-2			
12-18727		Selisse Maines	2-2-12 RS to SCCC by 2-24 Rcv'd 2-23 2-17-12 e-mail fr. J. Feliciano saying no rcrds 2-17-12 e-mail to J. Feliciano asking to ck again	2/7/2012	2/8/2012			2012-2	4/30/2012	\$ 2.25	4/6/2012
12-18728		David Garcia	OHR-13583 REQUEST CLOSED - REQUESTOR CANCELED	2/6/2012	2/8/2012			2012-2	4/20/2012		
12-18729		Alberto Lomeli		2/3/2012	2/8/2012			2012-2	2/8/2012		
12-18730		Thomas Erickson		2/3/2012	2/8/2012			2012-2	2/8/2012		
12-18731		Richard Bryan			2/8/2012			2012-2	2/8/2012		
12-18732		Albert Youngblood			2/8/2012			2012-2	2/8/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18719	2/1/12 sent RS to Secr, Prisons, Health, Admin, Policy, CCD, DUE 3/7/12 2/1/12 rec'd prisons, Secr, policy, communications, HS rcds 2/7/12 mailed int ltr 2/28/12 WSP follow up info; sent RS to IT for EDG rcds re emails, phone #, etc., DUE 3/27/12 3/6/12 rec'd CCD phone list 3/8/12 rec'd IT email list and WSP rcds 4/3/12 rec'd MCC rcds 4/5/12 rec'd CRCC rcds 4/6/12 mailed \$ ltr (216pp/49.25) 4/16/12 rec'd ltr re CD, mailed rvs'd \$ ltr (216pp/1.69) 4/24/12 rec'd ltr and tfr funds req form 4/25/12 returned same and advised must send check 4/26/12 rec'd ltr re indigent, pls hold for another 30 days; mailed ltr re file will be closed 5/4/12 5/17/12 rec'd payment 5/23/12 mailed CD of resp rcds with denial	8.50	2.50
12-18720	2/1/12 - Sent int response; Next Due: <b>4/11/12</b> RS to Sarah Conly (PREA) and AHCC 2/2/12 - Rec'd work from PREA that this investigation is still active. -Mailed letter to requestor stating this is an active investigation and PDU-18720 is closed.		
12-18721	Five day letter sent; assigned to Lorie Price		
12-18722			
12-18723			
12-18724	2/2/12 - Emailed int; Next Due: <b>3/29/12</b> RS To Health Services and WCCW 2/15/12 - HS Needs Extension (2 weeks)  3/27/12 - Emailed 1st installment (214 pgs); Next Due: <b>5/21/12</b> Still waiting on records from WCCW  5/18/12 - Emailed 2nd installment; next due <b>7/12/12</b>  6/29/12 - Emailed WCCW; need attachment to one email 7/10/12 - Rec'd attachment from WCCW. t will be withheld.	57.00	35.00
12-18725	Five Day letter sent; assigned to Becky J.		
12-18726	2/8/12 denial - commercial purposes email sent..25 hrs closed.		
12-18727	2012 2-7 mailed initial response 3-27 mailed cost letter for 8 pgs / \$2.25 4-6 rcv'd pmt of \$2.25 4-12 mailed final letter & 8 pgs		2.00
12-18728	2/6/2012 -five day letter mailed. (Asked for clarification on #5)  2/10/2012 -Workflow sent PDC  4/12/2012 -Letter received from requestor to cancel request.		
12-18729			
12-18730			
12-18731			
12-18732			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18719	1. Headquarters phone roster contacts, including email address , mail stops, mailing and physical address , and any and all phone, fax and cell numbers, including names, title, designations, division for every department, division, or title; and 2. Prisons Command "East Roster; West Roster; and Central Roster, email address , mail stops, mailing and physical address , and any and all phone, fax and cell numbers, including names, title, designations, division for every department, division, or title." WSP, MCC and CRCC rosters		
12-18720	all information related to a PREA investigation involving yourself that led to you being placed in SMU.		
12-18721	psych report; evaluation; assessments; intake discharge reports; cd eval/psi/polygraph results.		
12-18722	audio records for 9/15/11 hearing; assigned to Ronda DeBower.		
12-18723	Completed 2/6/12.		
12-18724			
12-18725			
12-18726			
12-18727	HOURS: 2.0 CLOSED 2012 Feb. - 1.0 March - 0.5 April - 0.5		
12-18728			
12-18729	Sent routing slip to records supervisor 2/2/12, to be returned by 2/6/12.Received 4 pages of responsive documents from Records Supervisor on 2/3/12. Mailed out cost letter to offender on 2/3/12.If payment not received by 3/5/12, I will send out a 2nd cost letter reminder.3/5/12 2nd notice cost letter sent out 3/5/12.3/20/12 have not received payment for this request. I am doing an administrative close on this request.		
12-18730	Sent routing slip to Records Supervisor on 2/2/12 with a response date of 2/7/12.Received 11 pages of responsive documents from Records Supervisor on 2/3/12. Sent cost letter to offender on 2/3/12.Will send out a 2nd notice for payment on 3/5/12 if payment not received.2nd notice of cost letter sent out 3/5/12.3/20/12 have not received payment for this request. I am doing an administrative close on this request.		
12-18731			
12-18732			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18738	Zielinski	Benjamin	Attorney	mult.	2/1/2012		chronos		3 Closed	In Unit	517	517	70				10.00			Davies Pearson
12-18739	Zielinski	Benjamin	Attorney	mult.	2/1/2012		chronos		3 Closed	In Unit	444	444	68				10.00			Davies Pearson
12-18740	Zielinski	Benjamin	Attorney	mult.	2/1/2012		chronos		3 Closed	In Unit	231	231	30				10.00			Davies Pearson

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18738	Yes	Benjamin Zielinski									
12-18738	Yes	Benjamin Zielinski		2/6/2012	2/8/2012			2012-2	9/6/2012	\$ 361.15	5/9/2012
12-18739	Yes	Benjamin Zielinski									
12-18739	Yes	Benjamin Zielinski		2/6/2012	2/8/2012			2012-2	9/6/2012	\$ 377.95	3/12/2012
12-18740	Yes	Benjamin Zielinski									
12-18740	Yes	Benjamin Zielinski		2/6/2012	2/8/2012			2012-2	9/6/2012	\$ 377.95	5/9/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18738	initial sent 2/6/12 cst sent 3/19/12 cst sent 5/2/12 2nd installment sent 5/11/12 cst sent 8/6/12		
12-18739	initial sent 2/3/12 cst letter sent 3/19/12 cst letter sent 5/2/12 installment sent 5/14/12 second installment 5/14/12 cst sent 8/6/12		
12-18740	initial sent 2/6/12 cst letter sent 3/19/12 fml sent 5/11/12 second installment 5/11/12 cst sent 8/6/12		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18738	Otis Jackson, #298624 Raymond Askew, #729953 Gary Richardson, #838681 Dejuan Allen, #849009 Velton Pearson, #856561 Michael Montgomery, #883823 Megan Liller, #885410 Marc Milligan, #957680 Reginald Smith, #632613 David Casey, #870223 Ian Block, #884454 Bret Crewson, #982675 Brook Parker, #987310 Brandon Earhart, #799508 Clifford Miller, #802438 Maria Epps, #841900 Edwin Newton, #128459 Tyrick Clark, #848835 Michael Land, #237437 Joseph Allman, #724296 Nicholas Manzanares, #892392 Gabriel Eckard, #843345 Phillip Diezman-Chase, #875998 Rea Sanchez, #837988 Steven Tower, #923561		
	Edward Newton, #128459 Frank Zirkle, #259343 James Kyle, #630128 Jason Madron, #870496		
12-18739	Dante Tomas, #882475 Jeramey Heminger, #811012 Umaru Johnson, #811118 Terry Menegassi, #808377 Brian Smith, #935259 Jyron Catwood, #300767 Leda Salway, #726780 Sylvia Armstrong, #880802 Edward Varner, #784933 Alvin Josep, #793499 Jeffrey Winkelman, #856728 Javon Holden, #890481 Ricky Pannek, #896137 Samueal Peterson, #928494 Jerome Robinson, #978661 Feltus Anderson, #707448 Herman Joseph, #708957 James Gillespie, #890573 Sheree Hudson, #729220 Vincent Broussard, #862514 Lamont Cooper, #898922 Tyron Smith, #898967 Odin Jones, #293870 Herman Joseph, #708957		
	Leslie Loranger, #808606 Adam Asher, #806726 William Pry, #871564 Victoria Aldrich, #896135 Joseph Ahearn, #899744		
12-18740	Wendy Coughran, #740699 James Cobb, #285200 CherylAnn Billodeaux, #725671 Melvin Leblanc, #802193 Kay Jones, #959930 Troy Harper, #993872 Les Doran, #256522		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18741	Taylor	Colin	Offender	891990	2/2/2012		Entire Investigative packet for Grievance No. 1105571	3/9/2012	3 Closed	In Unit			0.75							
12-18742	Taylor	Colin	Offender	891990	2/2/2012		Entire Investigative packet for Grievance No. 1017110	3/9/2012	3 Closed	In Unit	6	6	0.75							
12-18743	Taylor	Colin	Offender	891990	2/2/2012		Entire Investigative packet for Grievance No. 1103724	3/9/2012	3 Closed	In Unit	7	7	0.75							
12-18744	Taylor	Colin	Offender	891990	2/2/2012		Entire Investigative packet for Grievance No. 1104191	3/9/2012	3 Closed	In Unit	1	1	0.5							
12-18745	Taylor	Colin	Offender	891990	2/2/2012		Entire Investigative packet for Grievance No. 1104031	2/9/2012	3 Closed	In Unit			0.25							
12-18746	Taylor	Colin	Offender	891990	2/2/2012		Entire Investigative packet for Grievance No. 1102850		3 Closed	In Unit	3	3	1.5							
12-18747	Taylor	Colin	Offender	891990	2/2/2012		Entire Investigative packet for Grievance No. 1103727	3/9/2012	3 Closed	In Unit	4	4	0.75							
12-18748	Kurkov	Nikolay	Offender	829653	2/2/2012	DOC AHCC PDU	Photo of himself and/or proof of his identification through the WA DOC	2/9/2012	3 Closed	Out of Unit	0		3				3.00			
12-18749	Moreland	Nicole	Offender	810925	2/1/2012	Shamberg, Virginia B. (DOC)	Discharge	2/7/2012	3 Closed	In Unit	4	4	0.75							
12-18750	Woods	Juan	Offender	309805	2/1/2012	DOC SRCJC PDU	Felony records, court documents and probation end date, etc.		2 Waiting	Out of Unit										
12-18751	Mindenbergs	Susan	Attorney		2/1/2012	Pernula, Theresa L. 'Terry' (DOC)	Workplace violence report for Alexander Colfax		3 Closed	In Unit			1.75							
12-18752		Wendy	Provider	876321	2/1/2012	DOC ES1 PDU	UA results for Joseph Whipple 876321		3 Closed	Out of Unit	2	2								ADEPT
12-18753	Meza	Sara	Attorney	330534	2/1/2012	DOC SRCJC PDU	UA results for Nicole Chafin 330534 from March 30, 2011 to present	2/8/2012	3 Closed	Out of Unit	15	15	20							Elie Halpern & Associates
12-18754	Huston	Jennifer	Attorney		2/6/2012	Garland, Karl A. (DOC)	Attempts to obtain, storage and acquisition of Pentobarbital	2/10/2012	3 Closed	In Unit	0	0	0.5				0.50			Perkins Coie
12-18755	Donaghe	Sam	Offender	969864	2/2/2012	Williams, Jennifer J. (DOC)	WA SORL prepared for himself		1 Open/In-Progress	Out of Unit										
12-18756	Hernandez	J	Other Government Agency	254526	2/2/2012	Shamberg, Virginia B. (DOC)	Records regarding behavior, affiliation and discipline for Russell Lubert 254526	2/22/2012	3 Closed	In Unit	83	83	2							California DOC
12-18757	Purtzer	Brett	Attorney	334868	2/2/2012	Schave, Gaylene R. (DOC)	Any/all records regarding Tyler McDonald 334868	9/5/2012	3 Closed	In Unit	560	467	45.25							Hester Law Group
12-18758	Combs	Eddie	Offender	221503	2/2/2012	DOC CRCC PDU	Form 9A-44-100(f) from 2000-2004 and 2009-2010		0 New	Out of Unit										
12-18759	Vannausdle	Mark	Offender	845800	2/2/2012	DOC SCCC PDU	Visitor questionnaire for his Cousin		0 New	Out of Unit										
12-18760	Cyprian	Randy	Offender	726717	2/2/2012	DOC MCC PDU	Legal face sheet		0 New	Out of Unit										
12-18761	Marsh	Danny	Offender	946159	2/2/2012	DOC SRCJC PDU	DOSA/hearing records		1 Open/In-Progress	Out of Unit										
12-18762	Blackwell	Larry	Offender	850259	2/2/2012	DOC SCCC PDU	Records RE: Cause No. 04-1-03487-8		0 New	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18741		Colin Taylor		2/9/2012	2/9/2012			2012-2			
12-18742		Colin Taylor		2/9/2012	2/9/2012			2012-2			
12-18743		Colin Taylor		2/9/2012	2/9/2012			2012-2			
12-18744		Colin Taylor		2/9/2012	2/9/2012			2012-2			
12-18745		Colin Taylor	This request is a duplicate of the request you submitted January 27, 2012 that was assigned tracking number PDU-18671. Records will be provided with your previous request (PDU-18671). This request, PDU-18745, is now considered closed.	2/9/2012	2/9/2012			2012-2			
12-18746		Colin Taylor		2/9/2012	2/9/2012			2012-2	4/18/2012		
12-18747		Colin Taylor		2/9/2012	2/9/2012			2012-2			
12-18748		Nikolay Kurkov	CD-2214 Originally logged as CD request...talked to requestor today and he clarified what he needed. I told him that I will submit the PD portion of this today and he said that was fine, but he had a hearing coming soon at the DOL.....	2/9/2012	2/9/2012			2012-2	2/9/2012		
12-18749		Nicole Moreland		2/7/2012	2/8/2012			2012-2	2/8/2012		
12-18750		Juan Woods		2/3/2012	2/8/2012			2012-2	2/8/2012		
12-18751		Susan Mindenbergs	2-3-12 RS to LCC by 2-24 Rcv'd 2-6 no rcrds 2-6-12 e-mail to S. Conly - 2-21 no rcrds 3-28-12 close if no response rcv'd	2/7/2012	2/8/2012			2012-2	2/29/2012		
12-18752		Wendy	CD-2235	2/7/2012	2/8/2012			2012-2	2/8/2012		
12-18753		Sara Meza		2/3/2012	2/8/2012			2012-2	2/8/2012	\$ -	
12-18754		Jennifer Huston			2/13/2012			2012-2		\$ -	
12-18755		Sam Donaghe			2/9/2012			2012-2	2/9/2012		
12-18756		J Hernandez		2/9/2012	2/9/2012			2012-2	2/9/2012		
12-18757		Brett Purtzer	OHR-13601	2/6/2012	2/9/2012			2012-2		\$ 101.50	
12-18758		Eddie Combs			2/9/2012			2012-2	2/9/2012		
12-18759		Mark Vannausdle			2/9/2012			2012-2	2/9/2012		
12-18760		Randy Cyprian			2/9/2012			2012-2	2/9/2012		
12-18761		Danny Marsh		2/3/2012	2/9/2012			2012-2	2/9/2012		
12-18762		Larry Blackwell			2/9/2012			2012-2	2/9/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18741	2/9/12 int email sentsame as PDU-15360 25 hrs 3/9/12records emailed (12 pgs)compared to previous (add'l pgs provided).5 hrsCLOSED		
12-18742	2/9/12 int email sentsame as PDU-14711 25 hrs 3/9/12emailed records - 6 pgscompared to previous.5 hrsCLOSED		
12-18743	2/9/12 int email sentsame as PDU-15362 25 hrs 3/9/12records emailed (7 pgs)compared to previous.5 hrsCLOSED		
12-18744	2/9/12 int email sentsame as PDU-15364 25 hrs 3/9/12records emailed - 1 pgcompared to previouschecked against SCCC records.25 hrsCLOSED		
12-18745	2/9/12 emailed 5 day responseduplicate - see below.25 hrsCLOSED		
12-18746	2/9/12 int email sentnot same as any other.25 hrs 3/9/12ext ltr emailedliberty docs convertedrouting slip sent to CRCC for any add'l.5 hrs 3/16/12ext ltr emailedwaiting on any add'l records from CRCC. 25 hrs 3/30/12ext ltr emailedwaiting on any add'l records from CRCC. 25 hrs 4/13/12emailed 3 pgsCLOSED		
12-18747	2/9/12 int email sentsame as PDU-15358 25 hrs 3/9/12records emailed -4 pgs w/ redactionscompared to previouschecked against SCCC add'l records 5 hrsCLOSED		
12-18748			
12-18749	Pulled 5990 Court Special from Liberty and sent as a attachment on 2/7/2012.  CLOSED.		
12-18750	5 day letter sent and assigned to Mike Goolsby Fee letter sent 2/23/12		
12-18751	2012 2-7 e-mailed initial response 2-28 e-mailed final letter  MAIL ENJOINMENT BY 3-23 Actual Due Date is 4-11	0.25	1.50
12-18752	Sent 2 pages of UA chronos to requestor via fax on 3/21/12.		
12-18753	5 day letter sent and assigned to Kelly Reinitz 15 pages sent 2/8/12.		
12-18754	02/10/12: This request is a duplicate to PDU-18646 Moe. I t is also clarification & complaint regarding the time frames of PDU-18646, 14183 & 14147.  REQUEST CLOSED - FOLDER TO FILE ROOM BIN		
12-18755			
12-18756	No Charge for another State Facility. CLOSED.		
12-18757	1st and 2nd installments finished. Close request.	27.25	18.00
12-18758			
12-18759			
12-18760			
12-18761	5 day letter sent and assigned to Rhonda Debower		
12-18762			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18741	Entire Investigative packet for Grievance No. 1105571		
12-18742	Entire Investigative packet for Grievance No. 1017110		
12-18743	Entire Investigative packet for Grievance No. 1103724		
12-18744	Entire Investigative packet for Grievance No. 1104191		
12-18745	Entire Investigative packet for Grievance No. 1104031		
12-18746	Entire Investigative packet for Grievance No. 1102850		
12-18747	Entire Investigative packet for Grievance No. 1103727		
12-18748			
12-18749	Ms. Moreland has requested a copy of her discharge paperwork.		
12-18750			
12-18751	<b>HOURS: 1.75</b> <b>CLOSED</b> 2012 Feb. - 1.5 + 0.25 LCC		
12-18752			
12-18753			
12-18754			
12-18755			
12-18756	You have requested disclosure of any and all DOC records within Mr. Luberts offender file. To include behavior while incarcerated, any disciplinary concerns, work records, enemy concerns and custody and classification records.		
12-18757			
12-18758			
12-18759			
12-18760			
12-18761			
12-18762			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18763	McBride	William	Offender	894766	2/2/2012	DOC CRCC PDU	Discovery, affidavit of fact		0 New	Out of Unit										
12-18764	Pulliam	James	Offender	845002	2/2/2012	DOC SRCJC PDU	incarceration dates from 3/16/04-6/21/10	3/1/2012	3 Closed	Out of Unit										
12-18765	Gram	Terry	Citizen	348146	2/2/2012	DOC SRCJC PDU	Shane Gram 348146 records/recording of disciplinary hearing on 1/26/12	2/13/2012	3 Closed	Out of Unit										
12-18766	Paulin	Danielle	Other Government Agency	348518	2/2/2012	DOC SRCJC PDU	Dustin Kunkel 348518 probation, police, and any court dispositions	2/15/2012	3 Closed	Out of Unit	19		0.5							San Diego Co.Probation Dept.
12-18767	Toney-Butler	Domainquie	Citizen	745863	2/2/2012	Schave, Gaylene R. (DOC)	Leon Toney 745863 visitation privileges and all violations to have visits revoked		3 Closed	Out of Unit	1		1							
12-18768	Pooley	Annette	Other Government Agency	895004	2/2/2012	DOC SRCJC PDU	Tony Bererns 895004 sentencing orders; cause no. 051105620, cause no. 081003510, police reports, other info	3/6/2012	3 Closed	Out of Unit	86	86	10							King Co. District Court Probation
12-18769	Tavares	Gerald	Offender	887215	2/3/2012	DOC SRCJC PDU	Completion of DV treatment		1 Open/In-Progress	Out of Unit										
12-18770	Smith	Larry	Offender	875934	2/3/2012	DOC CBCC PDU	J & S		3 Closed	Out of Unit	20		0.5				0.50			
12-18771	Sexton	Matthew	Offender	899060	2/3/2012	DOC LCC PDU	J & S	3/5/2012	3 Closed	Out of Unit	11	11								
12-18772	Francis	Shawn	Offender	749717	2/3/2012		Any/all records regarding DOC staff member Rebekah Knight at MCC	1/14/2013	3 Closed	In Unit	493	493	18.5							
12-18773	George	Antonio	Offender	817237	2/3/2012	DOC CRCC PDU	Records of Case No. D00033130		0 New	Out of Unit										
12-18774	Chipman	Roxanne	Offender	863671	2/3/2012	DOC WCCW PDU	J & S for Cause No. 11-1-00817-1 & 11-1-00709-4	3/30/2012	3 Closed	Out of Unit	18		1.25				0.50			
12-18775	Hynes	Michael	Provider		2/3/2012	Pernula, Theresa L. 'Terry' (DOC)	Current WA DOC phone contract(s) for offenders	6/20/2012	3 Closed	In Unit	317	317	4.5							
12-18776	Bascom	Michelle	Other Government Agency	983126	2/3/2012		Records regarding Russell Young 983126, including behavior, discipline		3 Closed	In Unit	129						2.50			
12-18777	Cola	Lisa	Citizen	888738	2/3/2012	Garland, Kari A. (DOC)	Any e-mails from various dates and staff members RE: Justan Cola 888738	10/11/2012	3 Closed	In Unit	99	0	16.5				2.00			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18763		William McBride			2/9/2012			2012-2	2/9/2012		
12-18764		James Pulliam		2/3/2012	2/9/2012			2012-2	2/9/2012		
12-18765		Terry Gram		2/3/2012	2/9/2012			2012-2	2/9/2012		
12-18766		Danielle Paulin		2/3/2012	2/9/2012			2012-2	2/9/2012	\$ -	
12-18767		Domainique Toney-Butler		2/6/2012	2/9/2012			2012-2			
12-18768		Annette Pooley	CD-2236	2/3/2012	2/9/2012			2012-2	2/9/2012	\$ -	
12-18769		Gerald Tavares	CD-2237	2/3/2012	2/10/2012			2012-2	2/10/2012		
12-18770		Larry Smith	2/6/14 file closed, never received funds.	2/3/2012	2/10/2012			2012-2	2/10/2012		
12-18771		Matthew Sexton		2/6/2012	2/10/2012			2012-2	2/10/2012	\$ 2.20	3/5/2012
12-18772		Shawn Francis	***Checked w/ MCC (S. Biller) the name in inst 3 (Katie Moss) was used by Knight and run by the investigator, it was part of the investigation.	2/10/2012	2/10/2012		Compact Disk	2012-2		\$ 3.38	
12-18773		Antonio George			2/10/2012			2012-2	2/10/2012		
12-18774	Yes	Roxanne Chipman	3/30/12 cost letter sent 9/11/13 admin closure, no payment received	2/10/2012	2/10/2012			2012-2	2/29/2012		
12-18775		Michael Hynes	2-6-12 e-mail to L. Bailey 2-6-12 e-mail to T. Coleman - no rcrds 2-6-12 RS to L. Bailey by 2-23 rcv'd 2-6 2-8-12 e-mail to T. Thrasher 3-26-12 e-mail to T. Thrasher	2/9/2012	2/10/2012			2012-2	6/30/2012	\$ 1.69	4/2/2012
12-18776		Michelle Bascom	Waiting for payment	2/7/2012	2/10/2012			2012-2	4/20/2012	\$ 30.95	
12-18777		Lisa Cola	Reviewed Liberty	2/10/2012	2/10/2012		Photocopy	2012-2		\$ -	

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18763			
12-18764	5 day letter sent and assigned to Toni Flores		
12-18765	5 day letter sent and assigned to Rhonda Debower Tape sent 2/13/12		
12-18766	5 day letter sent and pd assigned to Louise Love Completed 19 pages sent via e-mail 2/15/12		
12-18767	3/22/12 sent 1 page of a chrono that indicates visiting.		
12-18768	5 day letter sent and assigned to Tammy Larson Pages supplied by e-mail.		
12-18769	5day letter sent and assigned to Becky Johnson		
12-18770	5 day 7 cost letter sent 2/3/12.		
12-18771			
12-18772	2/10/12int ltr mailedrouted to MCC & HQ HR: due 3/23next due 4/19 5 hrs 4/19/12 mailed \$1 ltr 6/4/12 inst 1 mailed (163 pgs/1 cd) 7/18/12 ext ltr mailed - need to review & run by DV before releasing the next installment. 8/22/12 ext ltr mailed (almost done reviewing for DV) 9/4/12 added to DV 2nd eyes list 9/13/12 ext ltr mailed (2nd eyes not yet complete) 10/11/12 \$2 ltr (308 pgs on CD) mailed. DV is part way through review. 11/9/12 Mailed inst 2 12/27/12 added remaining 22 pgs to DV list, \$ ltr 3 mailed. 1/14/13 per ltr from requestor - emailed isnt 3 tododieco@hotmail.com. CLOSED		
12-18773			
12-18774		0.25	
12-18775	2012 2-9 e-mailed initial response 3-28 attempted to e-mail final letter & records - too large 3-29 e-mailed cost letter for 317 pgs on CD / \$1.69 4-2 rcv'd pmt of \$1.69 4-9 mailed final letter & CD w/317 pgs 6-18 rcv'd e-mail fr rqstre - he never rcv'd CD 6-18 responded to e-mail 6-20 mailed another CD		4.50
12-18776	2/7/2012 -five day response sent -FF, CF and ESR archived. Sent a request for files to be retrieved from RC.  4/20/2012 -cost letter mailed.  8/15/12 -Payment never received, CF sent back, FILE CLOSED  8/16/12 -Portfolio still needs to be made		
12-18777	02/10/12: Mailed int 5-day response letter (62/050912) 05/09/12: Mailed ext (30/062112) 05/10/12: <a href="#">Sent RS to WSP (due 5/31/12)</a> 06/01/12: <a href="#">Recd docs from WSP (12.75 hrs time rept)</a> 08/22/12: Mailed ext (35/101112) 10/11/12: <a href="#">Mailed \$ cost letter for inst 1 (99 pgs/\$25 00)</a> 10/11/12: <a href="#">Added inst 2 (33 pgs) to DV/JG Task-Q for I &amp; I review (due 10/23/12)</a>  REQUEST CLOSED DUE TO NON-PAYMENT	12.75	3.75

PD LOG #	Requested Items	To Do Date	To Do Status
12-18763			
12-18764			
12-18765			
12-18766			
12-18767			
12-18768			
12-18769			
12-18770			
12-18771	Sent routing slip to Records Supervisor on 2/3/12. Documents due back on 2/17/12.Received responsive documents from Records Supervisor 2/6/12.Sent Cost letter to offender on 2/6/12.Will send a reminder notice for cost on 3/5/12.2nd notice of cost letter sent out 3/5/12.Received a kite request from offender and Business office was able to use the kite for verification to pay PD processing. Documents requested were mailed out 3/5/12.		
12-18772	any and all records related to the termination or resignation of Rebekah Knight (former Monroe Correctional Complex employee).	#####	Review
12-18773			
12-18774			
12-18775	<b>HOURS: 4.5</b> <b>CLOSED</b> <u>2012</u> Feb. - 1.75 March - 1.25 April - 0.5 June - 1.0		
12-18776			
12-18777	1. Any emails, interdepartmental memoranda, inmate kites or other related documents maintained by the Department of Corrections (DOC) at the Washington State Penitentiary (WSP) between 7/4/11 and 1/11/12, relating to Justan Cola, DOC #888738. 2. Any emails, interdepartmental memoranda, reports, classification documentation, grievances or other documentation relating to housing concerns maintained by the DOC at WSP between 7/4/11 and 1/11/12, relating to Justan Cola, #888738. 3. Any emails, interdepartmental memoranda, reports, analysis, document or editorial written in DOC publications or maintained by DOC relating to the safety and/or security of inmates housed in the DOC at WSP between the dates of 11/20/11 and 12/20/11.		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18778	Kuehn	J	Other Government Agency	285521	2/3/2012	Terrell, Paula L. (DOC)	Incarceration records for Paul Thomas Bonaiuto DOC ?		3 Closed	In Unit	56		5				2.00			California DOC
12-18779	Hamilton	Charles	Attorney	747622	2/3/2012		All records regarding investigation into sexual harassment charge of wife of James Hamilton 747622	3/26/2012	3 Closed	In Unit	42	42	13.5							
12-18780	Lin	Eric	Attorney		2/3/2012	Pernula, Theresa L. 'Terry' (DOC)	Please see PDU-13125	2/9/2012	3 Closed	In Unit	132	132	1							Law Offices of Carol Edward and Associates
12-18781	Chen	Wendy	Attorney	335514	2/3/2012	DOC WCCW PDU	Mental health related kites and grievances for 1-1-2010 to present	4/2/2012	3 Closed	Out of Unit	23	23	2.5				0.50			Public Interest Law Group
12-18782	Hatch	Barry	Law Enforcement	287281	2/3/2012	Skewis, Erin K. (DOC)	Letters of reprimand or any other similar documents pertaining to those witnesses in the Scherf/Biendl matter		3 Closed	In Unit	1128	1128								Monroe Police Department
12-18783	Sorich	Michael	Attorney	746569	2/3/2012		Infractions, risk level classification, release date calculation and employment history for Jeremy Johnson 746569		3 Closed	Out of Unit	40	40	3				2.00			
12-18784	Lewis	Cassandra	Other Government Agency	841406	2/6/2012	DOC SRCJC PDU	UA results for Donald Johnson 841406	2/16/2012	3 Closed	Out of Unit	23						0.50			DSHS
12-18785	O'Donnell	Mark	Citizen	815666	2/6/2012		Public records regarding his brother Calvin O'Donnell 815666	4/5/2012	3 Closed	In Unit	24	24	3							
12-18786	Rowe	Brian	DOC Staff		2/6/2012	DOC LCC PDU	All records regarding investigation/complaint by another staff member against himself.	2/7/2012	3 Closed	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18778		J Kuehn	3/21/12: PD file placed in bin to be filed in PD file room. 6/13/12: FF placed in bin to be returned to archives.  No port done.	2/10/2012	2/10/2012			2012-2	3/21/2012		
12-18779		Charles Hamilton		2/8/2012	2/10/2012			2012-2	4/14/2012	\$ 13.50	
12-18780		Eric Lin		2/9/2012	2/10/2012			2012-2	2/29/2012	\$ 1.67	2/3/2012
12-18781		Wendy Chen	OHR-13620	2/20/2012	2/10/2012			2012-2	2/10/2012		
12-18782		Barry Hatch		2/9/2012	2/10/2012			2012-2	7/10/2012		
12-18783		Michael Sorich	CLOSED	2/8/2012	2/10/2012			2012-2	6/29/2012		
12-18784		Cassandra Lewis		2/7/2012	2/13/2012			2012-2	2/13/2012		
12-18785		Mark O'Donnell		2/13/2012	2/13/2012			2012-2			
12-18786		Brian Rowe		2/6/2012	2/13/2012			2012-2	2/13/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18778	Requested archived CF.  This is a law enforcement request  \$\$\$Send records on or before 3/21/12\$\$\$  3/21/12: records mailed.		
12-18779	inital sent on 2/8/12 cst letter sent 3/14/12 fnl sent 3/26/12		
12-18780	2012 2-3 rcv'd pmt for closed file (PDU-13125) assigned this new # 2-9 mailed final letter & 132 pgs on CD		
12-18781		2.00	
12-18782	2/8/12 - Mailed enjoiment packets; Resposes Due by 2/17/12  2/9/12 - Emailed int response; Next Due 2/23/12  2/23/12 - Emailed #1 installment; Next Due: 3/6/12  3/6/12 - Mailed CD w/ 2nd installment records on it; denial and letter; Next Due: 5/3/12  3/19/12 - Patti found a couple errors w/ the 2nd install denial; I sent a corrected version to Det Hatch/Sandoval  5/2/12 - Emailed ext letter; Next Due 6/25/12 6/25/12 - Emailed ext letter to allow for enjoiment; Next Due 7/10/12 6/26/12 - MAiled enjoiment packet; Expire 7/6/12  7/9/12 - Mailed 3rd install (on CD; 660 pgs); denial and final letter		
12-18783	2/8/2012 -five day response emailed.  -work flow sent to PDC  4/20/2012 -install 1 of 16 pages emailed. -signed release is dated 4/11/2007. Asked requestor to obtain a current signed release from offender.  6/25/2012 -emailed 2 install 24 pages.		1.00
12-18784	Five day letter sent; assigned to Tierra for processing.		
12-18785	2/13/12 clarification email sent.25 hrs 2/14/12clarification rec'dsee "requested tems" section 2/15/12est resp email sentrouted to AHCCconverted OMNI screens 5 hrs 4/5/12records emailed (24 pgs).5 hrsCLOSED		
12-18786	Sent routing slip to LCC Local HR person for responsive documents. Any documents are to be returned to me on or before 2/16/20. Sent out initial response letter to Mr. Rowe on 2/6/12 letting him know that we will be responding on or before 2/20/12. The information being requested is tied to an open investigation. Sent out an "Open Investigation" letter on 2/7/12. This PD request is closed.		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18778	1. Parole status/Discharge Date; Arson crimes; sex crimes; escape history; kidnapping crimes; in custody disciplinary history; classification information; school/work program participation; enemy concerns; gang information.		
12-18779			
12-18780	HOURS: 1.0 CLOSED 2012 Feb. - 1.0		
12-18781			
12-18782			
12-18783			
12-18784			
12-18785	The public records for Calvin O Donnell, #815666. <b>Clarification Regeusted:</b> Which public records would you like for Calvin O Donnell? For example, his complete central file, serious infraction reports, or judgment and sentence.  <b>Clarification Rec'd:</b> records showing how much time Calvin O Donnell, #815666, has served on his 00-1013001 cause, including prison time, community supervision, and any jail- good-, or earned- time credits.		
12-18786			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18812	McDaniels	Peter	Offender	995036	2/7/2012		DOC policy on Halal meals	3/14/2012	3 Closed	In Unit	50		9.25							
12-18813	Harvell	Samantha	Offender	875324	2/7/2012	DOC SRCJC PDU	GED		1 Open/In-Progress	Out of Unit										
12-18814	Clevenger	Tamron	Attorney	748600	2/7/2012	DOC WSP PDU	Kenneth Smith 748600 OMNI legal face sheet		0 New	Out of Unit										Stritmatter Kessler Whelan Coluccio
12-18815	Raheem	Mubarak	Offender	804655	2/7/2012		Ricky Williams 804655 proof of anger management class, money owed		3 Closed	In Unit			0.25							
12-18816	Taylor	Colin	Offender	891990	2/7/2012		grievance log no. 1112616	3/21/2012	3 Closed	In Unit	4	4	0.75							
12-18817	Taylor	Colin	Offender	891990	2/7/2012		grievance log no. 1109784	3/21/2012	3 Closed	In Unit	7	7	1							
12-18818	Taylor	Colin	Offender	891990	2/7/2012		grievance log no. 1105062	3/21/2012	3 Closed	In Unit	8	8	1							
12-18819	Taylor	Colin	Offender	891990	2/7/2012		grievance log no. 1109994	3/21/2012	3 Closed	In Unit	6	6	1							
12-18820	Taylor	Colin	Offender	891990	2/7/2012		grievance log no. 1104098	3/21/2012	3 Closed	In Unit	15	15	1							
12-18821	Taylor	Colin	Offender	891990	2/7/2012		grievance log no. 1106395	3/21/2012	3 Closed	In Unit	14	14	1							
12-18822	Pulse	Erin	Citizen	341372	2/7/2012	DOC CCCC PDU	Jim Booth 341372 conditions of release		3 Closed	Out of Unit	6		1.25				0.50			
12-18823	Nguyen	Tri	Offender	744235	2/7/2012		certificate of discharge	3/23/2012	3 Closed	In Unit	1	1	3.25							
12-18824	Villa-McGrath	Cornrada	DOC Staff		2/7/2012	DOC WCC PDU	correspondence from other staff regarding herself		0 New	Out of Unit										
12-18825	Harvey	Jesse	Offender	809683	2/8/2012	Skewis, Erin K. (DOC)	Scott Glass' and Bill Jackson's visitor questionnaires and postage transfers	9/4/2012	3 Closed	In Unit	55	55					3.00			
12-18826	Harvey	Jesse	Offender	809683	2/8/2012	Skewis, Erin K. (DOC)	Brandon Burnette 849899 phone records, infraction reports, and confidential info reports		3 Closed	In Unit	2									
12-18827	Yocum	Melvin	Offender	244997	2/8/2012	Garland, Kari A. (DOC)	Counselor CC3 duties, requirements, and responsibilities		3 Closed	In Unit	7	7	2.5				0.50			
12-18828	Fredeem	Rob	Offender	909204	2/8/2012	Garland, Kari A. (DOC)	any info regarding himself between Super. Glebe, SCCC Super, and DOC staff	7/10/2012	3 Closed	In Unit	5	0	3				0.50			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18812		Peter McDaniels		2/9/2012	2/14/2012			2012-2	4/14/2012		
12-18813		Samantha Harvell		2/7/2012	2/14/2012			2012-2	2/14/2012		
12-18814		Tamron Clevenger			2/14/2012			2012-2	2/14/2012		
12-18815		Mubarak Raheem	2/10/2012 -Requestor emailed back to cancel request. CLOSED.	2/10/2012	2/14/2012			2012-2	2/29/2012		
12-18816		Colin Taylor		2/14/2012	2/14/2012			2012-2			
12-18817		Colin Taylor		2/14/2012	2/14/2012			2012-2			
12-18818		Colin Taylor		2/14/2012	2/14/2012			2012-2			
12-18819		Colin Taylor		2/14/2012	2/14/2012			2012-2			
12-18820		Colin Taylor		2/14/2012	2/14/2012			2012-2			
12-18821		Colin Taylor		2/14/2012	2/14/2012			2012-2			
12-18822		Erin Pulse		2/14/2012	2/14/2012			2012-2	2/14/2012	\$ 2.30	
12-18823		Tri Nguyen		2/14/2011	2/14/2012			2012-2	3/28/2012	\$ 1.70	3/19/2012
12-18824		Cornrada Villa-McGrath			2/14/2012			2012-2	2/14/2012		
12-18825		Jesse Harvey		2/9/2012	2/15/2012			2012-2		\$ 13.50	9/4/2012
12-18826		Jesse Harvey		2/9/2012	2/15/2012			2012-2			
12-18827		Melvin Yocum	See also PDU-18631	2/15/2012	2/15/2012			2012-2		\$ 2.50	4/12/2012
12-18828		Rob Fredeen	Received clarification to PDU-18587 & this new request (PDU-18828) combined.	2/15/2012	2/15/2012		Photocopy	2012-2		\$ -	

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18812	initial and routing slip sent on 2/9/12. cst letter sent 3/14	5.25	4.00
12-18813	Sent five day letter; assigned to Val for processing.		
12-18814			
12-18815	2/10/2012 -five day response emailed. -submitted archive request for FF. -Requestor emailed back to cancel request. File Closed.		
12-18816	2/14/12 int email sent.25 hrs 3/21/12records emailed - 4 pgscompared to previousCLOSED 5 hrs		
12-18817	2/14/12 int email sentsame as 16335.25 hrs 3/14/12 ext ltr emailed 3/21/12records emailed - 7 pgscompared to previous.5 hrsCLOSED		
12-18818	2/14/12 emailed int ltrs same as 16333.25 hrs 3/14/12 ext ltr emailed 3/21/12records emailed - 8 pgscompared to previous.5 hrCLOSED		
12-18819	2/14/12 int email sentsame as 15856.25 hrs 3/14/12 ext ltr emailed 3/21/12emailed records - 6 pgscompared to previous.5 hrsCLOSED		
12-18820	2/14/12 int email sentsame as 18573.25 hrs 3/14/12 ext ltr emailed 3/21/12records emailed - 15 pgscompared to previous.5 hrClosed		
12-18821	2/14/12 int email sentsame as 15872.25 hrs 3/14/12 ext ltr emailed 3/21/12records emailed - 14 pgscompared to previous (5 pgs more).5 hrsCLOSED		
12-18822	02/14 Cost letter sent to requestor. pm 03/19 no response within 30 days. Request closed. pm		
12-18823	2/14/12 - Mailed initial response; Next Response Due: <b>3/28/12</b> Requested file from Archives 2/14/12 final letter sent on 3/23/12	3.25	
12-18824			
12-18825	2/9/12 - Mailed int response; Next Due: <b>4/12/12</b> 4/10/12 - Mailed \$ letter  9/4/12 - Rec'd payment; Requester over paid by \$1 50. Submitted A19. Requester asked that I mail records to Mr. Rich at 2155 112th Ave NE Bellevue 98004; Mailed 55 pages to Mr. Rich. Also, in letter from Harvey, he requested one new item. This item was given a new PDU # (PDU-21847).		5.00
12-18826	2/9/12 - Mailed int response; Next Due: <b>4/5/12</b> 2/17/12 - Rec'd disc from WSP with recordings on it. Mailed \$ letter to requestor for 2 pages of phone call logs		
12-18827	02/15/12: Mailed int 5-day letter (30/033012) 02/15/12: <a href="#">Sent RS to S Conly, Personnel (due 2/29/12)</a> 02/21/12: Recd doc from HR 03/30/12: <a href="#">Mailed \$ cost letter (7 pgs / \$2.50)</a> 04/12/12: Recd \$ 05/03/12: Mailed docs (delay mailing docs is due to being out of the office on annual leave)  REQUEST CLOSED - PDU Folder to file room bin		2.50
12-18828	02/15/12: Mailed int 5-day response & clarification request letter combined. (60/051112) 05/11/12: <a href="#">Sent RS to SCCC (due 6/1/12)</a> 05/25/12: <a href="#">Recd 5 pages from SCCC (1 hr time rept)</a> 05/11/12: Mailed ext (40/071012) 07/10/12: <a href="#">Sent RS to CI (due 7/24/12)</a> 07/10/12: <a href="#">Mailed \$ cost letter (5 pages / \$1.45)</a> 07/27/12: <a href="#">Per CI - no docs</a> 04/25/13: Close request due to non-payment  <a href="#">REQUEST CLOSED - PDU Folder to file room bin</a>	1.00	2.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-18812			
12-18813			
12-18814			
12-18815			
12-18816	entire investigative packet for grievance no. 1112616		
12-18817	entire investigative packet for grievance no. 1109784		
12-18818	entire investigative packet for grievance no. 1105062		
12-18819	entire investigative packet for grievance no. 1109994		
12-18820	entire investigative packet for grievance no. 1104098		
12-18821	entire investigative packet for grievance no. 1106395		
12-18822			
12-18823			
12-18824			
12-18825	1. All visitor questionnaire forms related to Scott Glass, DOC #726328 2. All visitor questionnaire forms related to Bill Jackson. I will assume you are referring to Bill Jackson at MCC, DOC #932943. If this interpretation is incorrect please let me know 3. All postage transfers from 2005 to 2007 related to Bill Jackson #932943 - <b>NO RECORDS</b>		
12-18826			
12-18827			
12-18828	1. Any information regarding Fredeen- between Patrick Glebe, SCCC Superintendent and DOC staff /CI staff  2. Or any notes made in regards to Fredeen dated from 1/16/12 to 2/8/12.  Requested <b>clarification</b> - intended meaning of item 2: any notes made in regards to you dated from 1/16/12 to 2/8/12 . Is he requesting all chronos made during that time frame? Is he requesting other documents that were created during the time frame, such as callouts, additions to the central file and/or medical file, inmate accounts, unit log books, etc.?		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18829	Yocum	Melvin	Offender	244997	2/8/2012	Pernula, Theresa L. 'Terry' (DOC)	copy of oath of office for supeior court judge	2/14/2012	3 Closed	In Unit	0	0	0.5							
12-18830	Tsai	Yung-Cheng	Offender	821442	2/8/2012	Pernula, Theresa L. 'Terry' (DOC)	staff actions in locating records for PDU-11633	4/18/2012	3 Closed	In Unit		34	0.75							
12-18831	Tsai	Yung-Cheng	Offender	821442	2/8/2012	Skewis, Erin K. (DOC)	any records regarding grievance no. 1123720		3 Closed	In Unit	17	17								
12-18832	McKee	Jeffrey	Offender	882819	2/8/2012	Terrell, Paula L. (DOC)	any/all correspondence between Brenda Murphy and Steven Dixon-also to any other DOC staff	7/19/2012	3 Closed	In Unit	170	170	4				2.00			
12-18834	Skinner	Michael	Offender	802627	2/8/2012	DOC CRCC PDU	confidential info reccords, assaults bewteen 1/21/12-2/2/12		0 New	Out of Unit										
12-18835	Dalager	Aaron	Offender	805010	2/8/2012	Shamberg, Virginia B. (DOC)	his property record from WSP from 11/2011 and 1/2012	3/26/2012	3 Closed	In Unit	2	2	1							
12-18836	Morrison	Joachim	Attorney		2/8/2012		all financial docs and contracts between the DOC and MacDougall and Sons, Inc. regarding the 2011 apple harvest	7/19/2012	3 Closed	In Unit	515	342	2.5				0.50			Columbia Legal Services
12-18837	Anderson	Emily	Citizen		2/8/2012		Rules and regulations of DOC regarding RCW 72.01.090 policy and procedures manual		3 Closed	In Unit			2.5							
12-18838	Russell	Eric	Offender	348870	2/8/2012	DOC SRCJC PDU	any/all records		1 Open/In-Progress	Out of Unit										
12-18839	Fischer	Frederick	Offender	249868	2/8/2012		any/all legal mail logs with his signature after 9/15/11	3/9/2012	3 Closed	In Unit	3	3								
12-18840	Geary	Kenneth	Citizen	349926	2/8/2012	DOC EVERETT PDU	Matthew Rush 349926 criminal record		0 New	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18829		Melvin Yocum		2/14/2012	2/15/2012			2012-2	2/29/2012		
12-18830		Yung-Cheng Tsai		2/14/2012	2/15/2012			2012-2	4/30/2012		
12-18831		Yung-Cheng Tsai		2/9/2012	2/15/2012			2012-2			
12-18832		Jeffrey McKee	File has been moved to the small filing room. AK (6/10/2013)	2/15/2012	2/15/2012			2012-2	6/11/2012	\$ 1.69	6/18/2012
12-18834		Michael Skinner			2/15/2012			2012-2	2/15/2012		
12-18835		Aaron Dalager		2/9/2012	2/15/2012			2012-2	2/15/2012	\$ 0.85	3/21/2012
12-18836		Joachim Morrison	closed 7/19/12 rcds may also be resp to PDU-18190 Leong (waiting clarification)	2/9/2012	2/15/2012			2012-2	7/31/2012	\$ 43.90	5/11/2012
12-18837		Emily Anderson		2/15/2012	2/15/2012			2012-2			
12-18838		Eric Russell	OHR-13684, CD-2249	2/8/2012	2/15/2012			2012-2	2/15/2012		
12-18839		Frederick Fischer	closed 3/9/12	2/15/2012	2/15/2012			2012-2	3/31/2012	\$ 1.05	3/9/2012
12-18840		Kenneth Geary			2/15/2012			2012-2	2/15/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18829	<u>2012</u> 2-14 mailed initial/final letter - no rclds		
12-18830	<u>2012</u> 2-14 mailed initial response 4-18 e-mailed final letter 34 pgs		0.75
12-18831	2/9/12 - Mailed intial response; Next Due: <b>4/12/12</b> Emailed 2 pages toyungchengtsai@gmail com per request of requestor. These were pages from Liberty  2/14/12 - Rec'd records from WCC; FTP Site  4/10/12 - Emailed 15 pages toyungchengtsai@gmail com ; mailed letter to requester (final)	1.50	
12-18832	RS to: CRCC Received and saved in Outlook. HQ Risk Management:No responsive records. Prisons Division:No responsive records Prison Command A No responsive records Secretary's Office:No responsive records  \$\$Cost letter due 5/9/12\$\$ 5/9/12: Cost letter mailed:  <b>CD, actual cost</b> \$0.79 x 1 \$0.79 <b>Postage</b> + \$0.90 <b>Total Cost</b> = <b>\$1.69</b> Records for the most part are ready to go. Need to copy "zip" file of records, the emails, and ADOBE copy of e-mails on to one CD. There are no redactions. 7/19/12: Records mailed. 7/20/12: I checked my copy of this CD for the file and could not open the records on the CD; therefore, I sent today another CD with the responsive records to McKee and had staff (Kari) check the CD prior to my mailing it.	2.00	
12-18834			
12-18835	Routing slip sent to WSP 2/9/2012. Cost letter sent 2/13/2012 Received letter from Mr. Dalager asking if the items that i found contained the items that were listed in his letter that we received on March 6, 2012. I responded and said yes that this is the info he was looking for.		0.75
12-18836	2/9/12 G. Schave originally assigned this request; mailed int ltr 2/22/12 P. Lee took over request as it overlaps two requests she is already handling 3/5/12 mailed #1\$ (193pp/\$43.90) 3/9/12 rec'd payment #1; mailed #1 rclds 5/1/12 per DV, redact leg home/cell #, put gov emails into 3rd installment to give her more time to rvw 5/2/12 mailed #2\$ (149pp/\$35.10) 5/4/12 sent task to DV to rvw 3rd installment, gov emails, DUE 6/8/12 5/11/12 rec'd payment #2, mailed resp rclds 6/20/12 DV completed 2d eyes on #3 6/28/12 mailed #3\$ (173pp/\$39.90) 7/19/12 rec'd payment, mailed #3 rclds		2.50
12-18837	inital letter sent 2/15 no response with regards to clarification, past 30 days.		
12-18838	Five day letter sent; assigned to Toni for processing.		
12-18839	2/8/12 sent RS to MCC, DUE 3/22/12 2/15/12 mailed int ltr 2/17/12 rec'd MCC rclds 2/21/12 mailed \$ ltr (3pp/\$1.05) 3/9/12 rec'd payment; mailed rclds to Michael Kahrs, fin ltr to requester (per instructions rec'd fm req)	1.00	2.00
12-18840			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18829	<b>HOURS: 0.5</b> <b>CLOSED</b> <b>2012</b> Feb. - 0.5		
12-18830	<b>HOURS: 1.5</b> <b>CLOSED</b> <b>2012</b> Feb. - 0.5 March - 0.25 April - 0.75		
12-18831			
12-18832	1. Each and every and all emails and associated meta data related to communications between Brenda Murphy Coyote Ridge Corrections Center Public Disclosure Coordinator and Steven J. Dixon, City Attorney for Airway Heights regarding Spokane County Superior Court Cause #112020236; 2. Each and every and all records and emails between any DOC staff and any agent or associate of and including Steven J. Dixon, City Attorney for Airway Heights regarding Spokane County Superior Court Cause #112020236.		
12-18834			
12-18835	Requesting property records that Mr. Dalager signed between November 2011 and January 2012. A receipt that shows that he Received an order form Access Securepak.		
12-18836	1. All financial records and contracts regarding MacDougall & Sons, Inc. and the State of Washington for providing persons incarcerated (incarcerated felons) by the Washington State Department of Corrections to provide labor to MacDougall & Sons, Inc. during the 2011 apple harvest; to include any drafts and final documents. 2. Copies of all correspondence between Department of Corrections staff and MacDougall & Sons, Inc. and Department of Corrections staff and any other agency and offices of the State of Washington regarding the provision of labor for the 2011 apple harvest. To include emails, correspondence, faxes, etc. 3. All documents related to the payments made by MacDougall & Sons Inc. and payments made to incarcerated felons. 4. All emails, correspondence, draft contracts, or other documents between the Department of Corrections and any other agricultural business regarding the utilization of persons incarcerated by the Washington State Department of Corrections to provide labor during 2011 apple harvest.		
12-18837			
12-18838	All files.		
12-18839	"any and all legal mail logs with [your] signature showing [your] receipt of legal mail from the United States District Court in Seattle, Washington, after 9/15/11." We interpret this request to be for outgoing legal mail logs dated September 16, 2011 through February 6, 2012 (the date we received your request).		
12-18840			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18851	Kozol	Steven	Offender	974691	2/9/2012	Pernula, Theresa L. 'Terry' (DOC)	Records showing that DOC staff members let SCCC I/M purchase equipment exceeding the monetary limit for offenders	10/29/2012	3 Closed	In Unit	55	55	8							
12-18852	Kozol	Steven	Offender	974691	2/9/2012	Pernula, Theresa L. 'Terry' (DOC)	SCCC staff allowing I/M to purchase equipment exceeding \$300 per policy	10/19/2012	3 Closed	In Unit	97	81	11							
12-18853	Kozol	Steven	Offender	974691	2/9/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records reflecting outgoing offender property form for his music from 8-30-2010 from MICC to SCCC		3 Closed	In Unit			43.75							
12-18854	Dermendziev	Dimitar	Offender	327687	2/9/2012	Skewis, Erin K. (DOC)	Records regarding legal mail, transmitting of personal legal information, Whatcom Co. Prosecutor's office etc...		3 Closed	In Unit	3									
12-18855	Eddy	Gail	Offender	345716	2/9/2012	DOC SRCIC PDU	Offender supervision plan		1 Open/In-Progress	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18851		Steven Kozol	2-14-12 RS to SCCC by 3-9 Rcv'd 3-12 4-2-12 e-mail to S. Izatt (2) by 5-21 Rcv'd 7-19-12 e-mail to SCCC by 8-14 Rcv'd 9-4-12 e-mailed SCCC again 9-5-12 e-mail to SCCC by 10-9 Rcv'd 10-15-12 e-mail to SCCC by 11-20 Rcv'd 10-25-12 e-mailed SCCC to close request	2/15/2012	2/16/2012			2012-2	#####	\$ 1.69	7/3/2012
12-18852		Steven Kozol	2-14-12 RS to SCCC by 3-15 Rcv'd 97 pgs via e-mail 3-15 5-9-12 e-mail to S. Izatt for more rcrds by 5-23 rcv'd 5-11 that's all 5-16-12 rcv'd additional rcrds 7-26-12 close if no response rcv'd	2/15/2012	2/16/2012		Compact Disk	2012-2	#####	\$ 1.69	
12-18853		Steven Kozol	2-14-12 RS to SCCC by 3-9 Rcv'd 3-12	2/15/2012	2/16/2012			2012-2	5/31/2013		
12-18854		Dimitar Dermendziev		2/13/2012	2/16/2012			2012-2			
12-18855		Gail Eddy		2/13/2012	2/16/2012			2012-2	2/16/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18851	<u>2012</u> 2-15 mailed initial response 4-23 mailed cost letter for 2 pgs on CD / \$1.69 4-27 rcv'd letter re: additional rclds 5-4 mailed response to letter of 4-27 6-18 mailed cost letter for 55 pgs / \$13.70 7-3 rcv'd pmt of \$1.69 7-11 mailed final letter & 55 pgs on CD to 3rd party 7-18 rcv'd letter from rqstr 7-24 mailed response to letter of 7-18 9-5 mailed ext. letter 10-15 rcv'd letter of clarification 10-16 mailed ext. letter 10-19 mailed response to clarification 10-25 rcv'd letter from requestor to close request 10-29 mailed final letter		8.00
12-18852	<u>2012</u> 2-15 mailed initial response 2-25 mailed cost letter for 97 pgs on CD / \$1.69 5-8 rcv'd pmt of \$1.69 5-14 mailed final letter & CD to 3rd party (81 pgs) 6-26 mailed cost letter for 3 pgs / \$1.05 10-15 rcv'd letter of clarification 10-19 mailed response to clarification	6.00	5.00
12-18853	<u>2012</u> 2-15 mailed initial response 4-19 mailed cost letter for 1 pg / \$0.65 - extension 4-27 rcv'd letter from rqstr 5-3 mailed response to letter of 4-27 6-15 mailed ext. letter 7-30 mailed ext. letter 10-2 mailed ext. letter 10-15 rcv'd letter of clarification 10-19 mailed response to clarification 12-7 mailed ext. letter 3-7 mailed ext. letter 5-30-13 mailed final letter	1.00	42.75
12-18854	2/13/12 - Mailed int response; Next Due: <b>4/24/12</b> RS TO CRCC; WCC and WSP  2/28/12 - Rec'd clarification letter; mailed response.  3/19/12 - Rec'd clarification; mailed response  3/27/12 - Rec'd clarification; mailed response  4/13/12 - Mailed \$ letter 5/1/12 - \$ rec'd; mailed records to John Renshaw per request	1.50	
12-18855	Five day letter sent; assigned to Becky J for processing.		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18851	<b>HOURS: 8.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 March - 1.75 April - 0.75 May - 0.5 June - 1.25 July - 1.25 Sept. - 1.0 Oct. - 1.0		
12-18852	<b>HOURS: 5.0 + 6.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.75 March - 0.25 + 6.0 SCCC April - 0.5 May - 2.75 June - 0.25 Oct. - 0.5		
12-18853	<b>HOURS: 43.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.75 March - 0.25 + SCCC - 1.0 April - 0.75 June - 7.0 July - 6.75 Sept. - 2.5 Oct. - 1.0 Nov. - 1.0 Dec. - 12.5 <u>2013</u> Jan. - 6.75 March - 2.25 May - 1.5		
12-18854	1. Records from January and February 2011 showing if Ms. Bracke or anyone from the Whatcom County Prosecutor's Office asked DOC staff to keep you indefinitely at WCC in Shelton while in transit from Whatcom County to CRCC. 2. All phone calls, emails, transcripts and other communications initiated by Ms. Bracke and sent to DOC since your arrival at CRCC on November 16, 2010 (Please note: in your letter dated February 16, 2012 you wrote the date of November 16, 2011, not 2010. That is where I got the date of 2011 from. I will make sure to update this to say 2010 not 2011). You state "back and forth/incoming-outgoing. I will interpret this to mean all emails, letters and phone calls sent and/or received involving Ms. Bracke. 3. Records showing if Ms. Bracke asked DOC to block incoming mail from Blaine Police Department on September 20, 2011 by initiating a mail rejection and denying 34 pages. You would like to know if Ms. Bracke had requested these pages be withheld. Additionally, you write to ask where did the 34 pages go and why was the mail open out of your presence? This is not a request for records. If you have questions about the mail process (where denied records go and why/how records are opened, etc) you should contact your counselor to ask these questions. 4. Transcripts of all contacts between DOC counselors McFarland, Rhymes and others regarding all matters related to your confinement including housing, medical case, legal mail, copying legal documents, copying/transmitting of your legal documents by DOC to Ms. Bracke since November 16, 2010 5. You state on November 28, 2011 you mailed nine packages to the Washington State Supreme Court and they received them in two different shipments, on December 1st and 2nd 2011. You would like records showing if DOC opened these packets and if any pages were removed or replaced 6. Records showing the dates the BPD incoming mail was delivered to you 7. Did Ms. Bracke coerce or ask DOC to create a dossier/profile for you as a mentally ill offender by dragging you into numerous unnecessary mental health callouts not requested by you? You asked DOC Investigators to investigate that sleep harassment/abuse that went on for month and you need the result of that investigation and possible Ms. Bracke involvement in the artificially created hardship during confinement. 8. Records showing if Counselor McFarland open legal mail packages or removed documents per the request of Ms. Bracke or anyone else 9. On October 24, 2011 you wrote a letter to Counselor McFarland regarding a letter that you attempted to send to your wife and that Ms. Bracke had asked for it through Counselor McFarland on June 28, 2011. You asked Counselor McFarland to write a statement confirming the event and for any documentation regarding her involvement with your personal and legal mail, appeal efforts, copying of documents and DOC custody issues (housing , transit, personal, medical, etc). You are asking for the details of the incident on June 28, 2011 involving Ms. Bracke, Counselor McFarland and yourself. You would like all records (phone, email, trascripts) between them on June 28th.		
12-18855			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18856	Harris	Damien	Offender	713339	2/9/2012	Terrell, Paula L. (DOC)	Chrnonos reflecting his attempt to have address changed, and that it was acknowledged by his CCO and pending approval	6/4/2012	3 Closed	Out of Unit	1		3				2.00			
12-18857	McCarty	Douglas	DOC Staff		2/9/2012		Records regarding different DOC staff issues, to include married couples and records about that		3 Closed	In Unit	1						0.75			
12-18858	Aquilar	Hipolito	Offender	286160	2/9/2012	DOC AHCC PDU	All records for Cause No.'s 93-1-01361-2 & 94-1-00266-0		3 Closed	Out of Unit										
12-18859	Francis	Shawn	Offender	749717	2/9/2012		Correspondence regarding himself from multiple DOC staff members from 12-1-2011 to 2-9-2012	10/29/2012	3 Closed	In Unit	24	24	5.5				0.50			
12-18860	Florczak	Anthony	Offender	984579	2/9/2012	Shamberg, Virginia B. (DOC)	Fax sent to him in May of 1997	2/23/2012	3 Closed	In Unit			1.5							
12-18861	Scott	Carolyn	Other Government Agency		2/9/2012	Garland, Kari A. (DOC)	Any investigations/complaints from staff and offenders regarding Jeremy Rocheleau	9/12/2012	3 Closed	In Unit	0	0	17				12.00			DSHS/Special Commitment Center
12-18862	Barstad	James	Offender	759730	2/9/2012	Schave, Gaylene R. (DOC)	Job descriptions for multiple HQ DOC Staff members	4/16/2012	3 Closed	In Unit	28	28	2				1.50			
12-18863	Louis	Joe	Offender	842134	2/9/2012	DOC MCC PDU	J & S and the ammendment to it		0 New	Out of Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18856		Damien Harris	6/1/12: Placed PD file in bin to be filed in PD file room.	2/16/2012	2/16/2012			2012-2	4/18/2012		
12-18857		Douglas McCarty	WAITING FOR PAYMENT	2/14/2012	2/16/2012			2012-2	4/27/2012	\$ 0.65	
12-18858		Hipolito Aquilar	2-13-12 Assigned to CRT Leyerle - AHCC Records Main for response	2/14/2012	2/16/2012			2012-2	2/16/2012		
12-18859		Shawn Francis	Searched the pst files for records responsive to items 1 & 2. item 3 is the same (- pages out of date range) as what is offered under 19789.	2/15/2012	2/16/2012			2012-2			
12-18860		Anthony Florczak		2/16/2012	2/16/2012			2012-2	2/16/2012		
12-18861		Carolyn Scott		2/16/2012	2/16/2012			2012-2		\$ -	
12-18862		James Barstad		2/13/2012	2/16/2012			2012-2		\$ 1.69	4/10/2012
12-18863		Joe Louis			2/16/2012			2012-2	2/16/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18856	<p>RS to: SRCJC for FF records: 3 pages made available 3/1/12 Southwest REgion for e-mails No e-mails received, but they did send pages from the OMNI chrono screen. These have been placed in the PD file.</p> <p><b>\$\$Cost letter due 4/18/12\$\$</b></p> <p><b>4/18/12: cost letter mailed:</b></p> <p><b>Number of Pages</b> 1 x 20 \$0.20 <b>Postage</b> + \$0.45 <b>Total Cost</b> = \$0.656/4/12: record mailed.</p>		
12-18857	<p>2/14/2012 -five day letter mailed. -workflow sent to HR PDC</p> <p>4/27/2012 -1 page offered. Asked for clarification per HR.</p>		
12-18858			
12-18859	<p>2/15/12 int ltr mailedrouted to AHCC 5 hrs 4/19/12 NR yet/ext ltr mailed 5/31/12 NR yet/ext ltr mailed 6/1/12 sent IT Data Request Form to DV for approval. 6/22/12 ext ltr mailed. No records from IT yet. 7/27/12 ext ltr mailed. No records from IT yet. Per Dave Harper - will get me some records on 7/30. 9/7/12 ext ltr mailed - going to start search over. **records rec'd from IT - don't seem to be correct date range and are missing items. need to re-route 9/11/12 sent new IT search form to DV for approval 9/13/12 IT received data request. 10/15/12 \$ ltr mailed 10/29/12 records emailed tododieco@hotmail.com per requestor's letter. CLOSED.</p>		
12-18860	<p>Routing slip sent to Jill Murphy to gather responsive documents.</p> <p>2/21/2012 received email from PDC Murphy letting me know that i would need to check in Statewide records and Interstate. I contacted Field office they sent me the file, after carefully reviewing no info within file.</p> <p><b>CLOSED.</b></p>	0.25	
12-18861	<p>02/15/12: <a href="#">Sent RS to Personnel/HQ HR Investigations (S Only)</a> (due 2/29/12) 02/15/12: <a href="#">Sent RS to Grievance</a> (due 2/29/12) 02/15/12: <a href="#">Sent RS to HQ I &amp; I</a> (due 2/29/12) 02/16/12: Mailed int 5-day letter (61/051512) 03/01/12: Sent email to requestor requesting <b>clarification</b> (HR needs date of investigation) 03/04/12 &amp; 03/08/12: Recd <b>clarification</b> (hire date to termination date) 03/08/12: Recd list of grievances from Grievance Unit (89 pages = approx 2,848 grievances to review) 03/14/12: Recd response from Personnel/HQ HR Investigations - no docs 03/00/12: Recd response from HQ I &amp; I - no docs 05/15/12: Mailed letter to requestor re status of request (no docs HQ HR Investigations &amp; HQ I&amp;I) Informed her the remainder will be in installments- approx 2,848 grievances need to be looked up &amp; then reviewed to see if they are responsive) (30/062712) 06/27/12: Mailed letter to requestor re status of request (looked up &amp; reviewed 32 grievances from the list - no docs Next status response due 8/23/12 06/27/12: <a href="#">Added to Admin Task Q - look up grievances</a> July - Courtney has list and is reviewing the grievances on an ongoing basis - check in with her to get stats prior to each due date 08/23/12: Mailed letter to requestor re status of request - no docs thus far. Next status response due 10/26/12. 09/10/12: Recd email from requestor cancelling request as the request is no longer needed. 09/12/12: Sent email to requestor acknowledging cancellation of her request. Close request. 09/12/12: <a href="#">Informed Courtney so she would know to stop reviewing the grievances. She has reviewed 7 more pages, total of 256 more grievances - no responsive docs.</a> <a href="#">( 2 hrs time rept)</a></p> <p><b>REQUEST CLOSED - PDU Folder to file room bin</b></p>		17.00
12-18862	<p><b>enj due out 3/21/12;didn't hear back from any of these staff re: the enj.</b> 3/28/12 sent \$ letter 4/16/12 sent CD; request is closed.</p>	0.50	1.50
12-18863			

PD LOG #	Requested Items	To Do Date	To Do Status
12-18856	<p>1. All entries into DOC's electronic database, OMNI, regarding your request to change addresses in 2008;</p> <p>2. All records regarding your request to change addresses in 2008;</p> <p>3. Your monthly report forms dated March and April, 2008;</p>		
12-18857			
12-18858			
12-18859	<p>1. Any and all emails, memos, letters, or similar records sent to and received by C/O Wells (AHCC L Unit officer) regarding Shawn Francis (#749717) between December 1, 2011 and February 9, 2012.</p> <p>2. Any and all emails, memos, letters, or similar records sent to and received by C/O Hayes (AHCC L Unit officer) regarding Shawn Francis (#749717) between December 1, 2011 and February 9, 2012.</p> <p>3. Print screen copy or other record that lists the email history for C/O Wells, C/O Hayes, and CUS Saiz between January 2, 2012 and February 24, 2012.</p>		
12-18860	You have requested disclosure of a fax that was sent to you while in New Jersey DOC by CCO Tim Martin in May of 1997 regarding your community placement instructing you to return to the State of Washington or a warrant would be issued.		
12-18861	<p>Disclosure of all DOC investigative findings, written complaints and/or allegations, from staff and offenders, concerning Jeremy Rocheleau.</p> <p>Part 1 = Staff/I &amp; I and HR</p> <p>Part 2 = Offender grievances</p>		
12-18862			
12-18863			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18864	Ney	Laura	Attorney	128459	2/10/2012	Schave, Gaylene R. (DOC)	Medical billing records for Edwin Newton 128459	5/18/2012	3 Closed	In Unit	172		15.5		Yes					Farley & Graves
12-18865	McDonough	Jim	Law Enforcement	854782	2/9/2012	DOC SRCJC PDU	Transcript or audio file for violation hearing for Shirin Pulcino 854782		1 Open/In-Progress	Out of Unit										Kitsap Co. Sheriff's Office
12-18866	Ziel	Emily	Attorney	874042	2/9/2012	Terrell, Paula L. (DOC)	File (field) for William Sierra 874042 and any medical records included in that file as he doesn't have a medical file with the DOC		3 Closed	In Unit	163		4				2.00			Federal Public Defender Association
12-18867	Alburas	Christina	Attorney	821591	2/9/2012	DOC SRCJC PDU	Central file, OMNI, classicatoin records and Chrono's from January 1, 2010 to date		1 Open/In-Progress	Out of Unit										Law Office of Suzanne Lee Elliott
12-18868	Sansone	Richard	Offender	816569	2/10/2012		J & S and minutes?		3 Closed	In Unit	48	48					11.50			
12-18869	Taylor	Colin	Offender	891990	2/10/2012		Entire Grievance packet for grievanve log ID No. 1108082	3/27/2012	3 Closed	In Unit	4	4	1							
12-18870	Taylor	Colin	Offender	891990	2/10/2012		Entire Grievance packet for grievanve log ID No. 1018954	3/27/2012	3 Closed	In Unit	12	12	0.75							
12-18871	Schlachter	Diana	Citizen	874916	2/10/2012		Trust account statements for Larie Moorer 874916	5/25/2012	3 Closed	In Unit	6	6								
12-18872	Hogan	Burt	Offender	282955	2/10/2012		All money he received while incarcerated from 1993 to 1998	3/29/2012	3 Closed	In Unit	0	0	3.25							
12-18873	Joiner	Ron	Offender	299250	2/10/2012		Offender Health Care Plan for I/M diagnosed with Hep C		3 Closed	In Unit	45	0	4							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18864		Laura Ney	OHR-13721	2/13/2012	2/17/2012			2012-2			
12-18865		Jim McDonough		2/13/2012	2/16/2012			2012-2	2/16/2012		
12-18866		Emily Ziel		2/16/2012	2/16/2012			2012-2	5/9/2012		
12-18867		Christina Alburas	OHR-13735	2/13/2012	2/16/2012			2012-2	2/16/2012		
12-18868		Richard Sansone	CLOSED	2/13/2012	2/17/2012			2012-2	5/31/2012		
12-18869		Colin Taylor		2/17/2012	2/17/2012			2012-2			
12-18870		Colin Taylor		2/17/2012	2/17/2012			2012-2			
12-18871		Diana Schlachter	closed 5/25/12	2/10/2012	2/17/2012			2012-2	5/31/2012	\$ -	
12-18872		Burt Hogan	records wanted were past retention	2/17/2011	2/17/2012			2012-2	3/29/2012		
12-18873		Ron Joiner		2/16/2011	2/17/2012			2012-2	2/17/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18864	5/17/12 Requester's law officer called someone by the name of Karen and cancelled this request as their case has been settled and no longer need the records.	1.00	14.50
12-18865	Five day letter sent; assigned to Louise Love for processing.		
	Requested on task Q the FF from archives. FF received. This request mirrors PDU- 19347 which has a due date for the cost letter of 5/16/12. \$\$cost letter due 5/9/12\$\$  5/9/12: Federal Defendant Office request, therefore, records (163) were mailed, along with a cost letter:  Number of Pages 163 x 20 \$32.60 Postage + \$5.15 Total Cost = \$37.75 5/30/12: payment received and placed in file. 6/13/12: FF placed in bin to be returned to archives.		
12-18866			
12-18867	Five day letter sent via e-mail; assigned to Louise Love for processing.		
	2/13/2012 -Requested clarification  2/17/2012 -Requested clarificaion again. Requestor still not clear what he is looking for.  3/19/2012 -received email from requestor. Requestor asked for 2000 J&S. Located 2000 J&S in Liberty. Redacted and emailed to requestor. (15 pages)  -Requestor emailed back asking for 2004 J&S and subsequent documents. Records not in Liberty-put in a request for archived CF and FF.  4/17/2012 -Emailed requestor 23 pages. Asked for further clarification.  4/18/2012 -received email from requestor with court docs attached  5/31/2012 -Spoke with Jennifer Williams and Wendy Stigall. Requestor may want to contact King County Court Clerk's Office. Located 10 additional pages in Liberty. Emailed them to requestor with contact info for King County Court and indicated any further clarification would be helpful.  5/31/2012 -received 2 emails from requestor - one email indicating DOC and AG falsely supervised him.. he again mentioned something about a new J&S from 2005 - the second email had to do with a request for chronos and that I promised him chronos.  6/1/2012 -I checked again with Jennifer Williams regarding records. Sent him all J&s records, mandate records and other court documents located in CF, FF and Liberty...nothing in ESR - file was closed in 2001. I sent him copy of email that I emailed to him on April 20 on how to properly submit a public disclosure request pursuant to WAC in response to his email directly to me for chronos along with appeal contact information.		
12-18868			
	2/17/12 int ltr emailedsame as 15874.25 hrs 3/20/12emailed ext ltr 25 hrs 3/27/124 pgs emailedcompared to previousCLOSED.5 hrs		
12-18869			
	2/17/12 int email sentsame as 15854 & 18669.25 hrs 3/20/12ext ltr emailed 25 hrs 3/27/1212 pgs emailed w/ denialcompared to previousCLOSED 25 hrs		
12-18870			
	2/10/12 emailed int ltr and info re policy avail on web page; waiting clarification 5/24/12 rec'd response, not any clearer, sent another email; latest response somewhat clearer 5/25/12 rec'd rcds from acct; emailed same (6pp) and fin ltr to requestor	0.50	1.50
12-18871			
12-18872	initial letter sent 2/17 fni sent 3/29/12		
12-18873	initial letter sent on 2/16 cst letter sent 2/16		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18864			
12-18865			
12-18866	FF of William Sierra, DOC#874042		
12-18867			
12-18868			
12-18869	Entire Grievance packet for grievanve log ID No. 1108082		
12-18870	Entire Grievance packet for grievanve log ID No. 1018954		
12-18871	LFO balance for Larie Moorer, #874916		
12-18872			
12-18873			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18874	Metcalf	Katherine	Offender	985562	2/10/2012	DOC WCCW PDU	J & S and Discovery for case on 11-28-2011	3/30/2012	3 Closed	Out of Unit	8		1.25				0.50			
12-18875	Pratka	Jaime	Provider	353925	2/10/2012	DOC SRCJC PDU	Sentencing court docs, PSI and psychosexual evals for Nicholas Wisniewski 353925		1 Open/In-Progress	Out of Unit										Northwest Treatment Services
12-18876	Suber	James	Offender	849597	2/10/2012	Shamberg, Virginia B. (DOC)	STG incidents from 1986-1992		3 Closed	In Unit										
12-18877	McCumber	Danny	Offender	282835	2/10/2012		Four different classification referrals	6/20/2012	3 Closed	In Unit	9	9	1.5							
12-18878	Barstad	James	Offender	759730	2/10/2012	Schave, Gaylene R. (DOC)	Policy 420.375		3 Closed	In Unit	6	6	2							
12-18879	Beck	Zachary	Offender	880857	2/10/2012	Garland, Kari A. (DOC)	Reason for his termination of probation and Governor's 2010 proposed budget cuts	1/17/2013	3 Closed	In Unit	113	16	7.25				1.00			
12-18880	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1109284	4/3/2012	3 Closed	In Unit		0								
12-18881	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1105062	4/2/2012	3 Closed	In Unit		8								
12-18882	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1108129	4/2/2012	3 Closed	In Unit		13								
12-18883	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1108606	4/2/2012	3 Closed	In Unit		1								
12-18884	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1106395	4/2/2012	3 Closed	In Unit		15								

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18874	Yes	Katherine Metcalf	3/30/12 COST LETTER SENT 8/1/12 received another request for transfer of funds from offender, and she still has NSF in her account. MRJ 9/11/13 no payment ever received, admin closure	2/17/2012	2/17/2012			2012-2	3/12/2012		
12-18875		Jaime Pratka	OHR-13736	2/13/2012	2/17/2012			2012-2	2/17/2012		
12-18876		James Suber		2/17/2012	2/17/2012			2012-2	2/17/2012		
12-18877		Danny McCumber		2/17/2012	2/17/2012			2012-2		\$ 2.44	
12-18878		James Barstad		2/13/2012	2/17/2012			2012-2		\$ 1.65	
12-18879		Zachary Beck	12/17/12 letter to Beck: <u>In reference to items #1 &amp; 3;</u> I informed Beck thata public disclosure request must be for a copy of an existing document not information. <u>In reference to item 3;</u> Requested <u>clarification</u> of what cause number Beck is referring to. The electronic data base shows four convictions. Reviewed Liberty - no responsive docs Printed some screens from OMNI	2/17/2012	2/17/2012			2012-2		\$ 4.50	8/21/2012
12-18880		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18881		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18882		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18883		Steven Kozol	2-17-12 e-mailed SCCC for addtnl rcrds by 3-12 Rcv'd	2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18884		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18874		0.25	
12-18875	Five day letter sent; assigned to Tammy Larson for processing.		
12-18876	CLOSED/PAST 30 DAYS NEVER RECEIVED CLARIFICATION.		
12-18877	2/17/12 int ltr mailed routed to CRCC; due 3/23 next due 4/19 5 hrs 4/19/12 \$ ltr mailed 6/20/12 Records mailed. CLOSED		
12-18878	His letter dated February 23, 2012 stated "checks" enclosed, there was only 1 check for \$1.24 for PDU-18184. Not \$1.65 for PDU-18878. There were 2 checks made out on 2/29/12 from MCC, they are looking for this check that should have been in this envelope. 3/20/12 next due date to requestor. Accounting at the facility is sending the check for \$1 65. 3/20/12 mailed 6 pages today. Closed		
12-18879	02/17/12: Mailed int 5-day & clarification letter combined (63/051712)  BECK HAS MOVED TO A DIFFERENT FACILITY NO FURTHER ACTION ON PDU 18879 UNTIL NEW ADDRESS INFORMATION IS RECEIVED FROM BECK  05/08/12: Recd letter from Beck re his new address: FCC Victorville USP, PO Box 5300, Adelanto, CA 92301 05/21/12: Mailed ext (40/071712) 07/17/12: Sent RS to Budget/T Greaves for item 2 (due 8/13/12) extended due date to 8/27/12 per Terri's req on 8/29/12- extended due date to 9/5/12 07/17/12: Mailed \$ cost letter for inst 1 item 1 (16 pages/\$4.50) 08/21/12: Recd \$ for inst 1 09/05/12: Recd docs & 1 CD from Budget (1 5 hrs time) 09/17/12: Mailed docs for inst 1  09/21/12: Recd docs back w/USPO stamp: Not Deliverable as Addressed Unable to Forward. Beck moved from fed prison in CA to fed prison in AZ. 10/05/12: Re-sent inst 1 docs to AZ address 11/16/12: Mailed ext (40/011713) 01/17/13: Mailed \$ cost letter for inst 2 item 2 (97 pages/\$25.05) 05/31/13: Close request due to non payment	2.00	5.25
12-18880	2012 2-17 mailed initial response 2-23 rcvd' letter from requestor 2-29 mailed response to letter of 2-23 4-2 e-mailed final letter - no rcvds		1.00
12-18881	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-29 4-2 e-mailed final letter & 8 pgs		1.00
12-18882	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-2 e-mailed final letter & 13 pgs		1.25
12-18883	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-2 e-mailed final letter & 1 pg		1.00
12-18884	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-2 e-mailed final letter & 15 pgs		1.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-18874			
12-18875			
12-18876	You have requested disclosure of STG incidents from 1986-1992, what type of incidents are you referring to? Investigation STGs, Grievances? Is this pertaining to you? *I will wait for your clarification so that I can proceed with your request accordingly.		
12-18877	a "legible copy" the following classification referrals for Danny McCumber, #282835: 1. 1/16/1985 by J. Hansen 2. 3/18/1987 by J. Schaller 3. 5/2/1991 by A. Murphy 4. 3/3/1992 by A. Murphy		
12-18878			
12-18879	1. The reason DOC terminated Beck's probation. All correspondence, etc. 2. DOC's 2010 budget cuts requested by the governor. 3. Beck is inquiring if DOC decided that all non-violent convictions be terminated from DOC supervision because of the governor's request that DOC make a 10% cut in its budget.		Other
12-18880	HOURS: 1.0 CLOSED 2012 Feb. - 0.5 April - 0.5		
12-18881	HOURS: 1.0 CLOSED 2012 Feb. - 0.5 April - 0.5		
12-18882	HOURS: 1.25 CLOSED 2012 Feb. - 0.5 April - 0.75		
12-18883	HOURS: 1.0 CLOSED 2012 Feb. - 0.5 April - 0.5		
12-18884	HOURS: 1.0 CLOSED 2012 Feb. - 0.5 April - 0.5		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18885	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1110499	4/2/2012	3 Closed	In Unit		11								
12-18886	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1100912	4/2/2012	3 Closed	In Unit		13								
12-18887	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1018954	4/2/2012	3 Closed	In Unit		12								
12-18888	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1104031	4/2/2012	3 Closed	In Unit		2								
12-18889	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1105573	4/2/2012	3 Closed	In Unit		8								
12-18890	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1105571	4/9/2012	3 Closed	In Unit		11	0.5							
12-18891	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1103728	4/9/2012	3 Closed	In Unit		14	0.5							
12-18892	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1103727	4/9/2012	3 Closed	In Unit		4	0.5							
12-18893	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1106221	4/9/2012	3 Closed	In Unit		18	0.5							
12-18894	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1022979	4/9/2012	3 Closed	In Unit		4	0.5							
12-18895	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1103722	4/9/2012	3 Closed	In Unit		3	0.5							
12-18896	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1103274	4/9/2012	3 Closed	In Unit		2	0.5							
12-18897	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1103024	4/9/2012	3 Closed	In Unit	2		0.5							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18885		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18886		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18887		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18888		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18889		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18890		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18891		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18892		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18893		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18894		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18895		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18896		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18897		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18885	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-2 e-mailed final letter & 11 pgs		1.00
12-18886	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-2 e-mailed final letter & 13 pgs		1.00
12-18887	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-2 e-mailed final letter & 12 pgs		1.25
12-18888	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-2 e-mailed final letter & 2 pgs		1.00
12-18889	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-2 e-mailed final letter & 8 pgs		1.00
12-18890	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-9 e-mailed final letter & 11 pgs		0.50
12-18891	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-9 e-mailed final letter and 14 pgs		0.50
12-18892	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-9 e-mailed final letter & 4 pgs		0.50
12-18893	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-9 e-mailed final letter & 18 pgs		0.50
12-18894	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-9 e-mailed final letter & 4 pgs		0.50
12-18895	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-9 e-mailed final letter & 3 pgs		0.50
12-18896	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-9 e-mailed final letter & 2 pgs		0.50
12-18897	<u>2012</u> 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-9 e-mailed final letter and 2 pgs		0.50

PD LOG #	Requested Items	To Do Date	To Do Status
12-18885	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18886	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18887	<b>HOURS: 1.25</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.75		
12-18888	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18889	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18890	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18891	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18892	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April 0.5		
12-18893	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18894	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18895	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18896	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18897	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18898	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1023383	4/9/2012	3 Closed	In Unit		2	0.5							
12-18899	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1104191	4/9/2012	3 Closed	In Unit		1	0.5							
12-18900	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1103724	4/16/2012	3 Closed	In Unit		7	0.75							
12-18901	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1104299	4/16/2012	3 Closed	In Unit		9	0.75							
12-18902	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1103729	4/16/2012	3 Closed	In Unit		1	0.75							
12-18903	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1109994	4/16/2012	3 Closed	In Unit		6	0.75							
12-18904	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1104807	4/16/2012	3 Closed	In Unit		6	0.75							
12-18905	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1104098	4/16/2012	3 Closed	In Unit		15	0.75							
12-18906	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1108082	4/16/2012	3 Closed	In Unit		4	0.75							
12-18907	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1109784	4/16/2012	3 Closed	In Unit		7	0.75							
12-18908	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1105776	4/16/2012	3 Closed	In Unit		4	0.75							
12-18909	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1112850	4/16/2012	3 Closed	In Unit		8	0.75							
12-18910	Kozol	Steven	Offender	974691	2/10/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records for Grievance ID No. 1112616	4/16/2012	3 Closed	In Unit		4	0.75							
12-18911	Richardson	Howard	Citizen		2/9/2012		Looking for records about historical deceased I/Ms		3 Closed	In Unit			3.5							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18898		Steven Kozol	2-17-12 e-mailed AHCC for addtnl rcv'ds by 3-12 Rcv'd	2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18899		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18900		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18901		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18902		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18903		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18904		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18905		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18906		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18907		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18908		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18909		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18910		Steven Kozol		2/17/2012	2/17/2012			2012-2	4/30/2012		
12-18911		Howard Richardson		2/16/2011	2/16/2012			2012-2	2/16/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18898	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-9 e-mailed final letter & 2 pgs		0.50
12-18899	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-9 e-mailed final letter & 1 pg		0.50
12-18900	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 7 pgs		0.75
12-18901	2012 2-17 mailed initial response 2-23 rcv'd letter ofrom requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 9 pgs		0.75
12-18902	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 1 pg		0.75
12-18903	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 6 pgs		0.75
12-18904	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 6 pgs		0.75
12-18905	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 15 pgs		0.75
12-18906	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 4 pgs		0.75
12-18907	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 7 pgs		0.75
12-18908	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 4 pgs		0.75
12-18909	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 8 pgs		0.75
12-18910	2012 2-17 mailed initial response 2-23 rcv'd letter from requestor 2-29 mailed response to letter of 2-23 4-16 e-mailed final letter & 4 pgs		0.75
12-18911	initial letter/ clarification sent on 2/16		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18898	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18899	<b>HOURS: 1.0</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.5		
12-18900	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18901	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18902	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18903	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18904	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18905	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18906	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18907	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18908	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18909	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18910	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.5 April - 0.25		
12-18911			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18912	Gaskill	Lee	Law Enforcement		2/10/2012		Names, DOBs and criminal histories for active clients living in residence in Algona	2/17/2012	3 Closed	In Unit	46	46	1							Algona Police Department
12-18913	Enquist	Gerald	Offender	62955	2/10/2012		Correspondence between himsef and state officials, his DOC files, etc	7/13/2012	3 Closed	In Unit	770	770					1.50			
12-18914	Burgoyne	Bill & Darcie	Citizen	329894	2/13/2012	Shamberg, Virginia B. (DOC)	Any/all records regarding their son Joshua Burgoyne 329894	4/5/2012	3 Closed	In Unit	287	287	4							
12-18915	Moore	Kelley	DOC Staff		2/13/2012	DOC CRCC PDU	All records with her name on them		0 New	Out of Unit										
12-18916	Presswood	James	DOC Staff	806548	2/13/2012	Garland, Kari A. (DOC)	Any/all records relating to incident at SCCC on 11-2-2009 involving James Calfee 806548	7/20/2012	3 Closed	In Unit	4	4	6				1.00			
12-18917	Presswood	James	DOC Staff		2/13/2012	Garland, Kari A. (DOC)	Any/all records of any incidents of unauthorized disassembly of firearms in Tower One at SCCC from 1/2010 to 1/2011	7/18/2012	3 Closed	In Unit	0	0	2				0.50			
12-18918	Allen	Linda	DOC Staff		2/13/2012	DOC WCC PDU	Investigation and all interview summaries with another DOC staff person		0 New	Out of Unit										
12-18919	Allen	Linda	DOC Staff		2/13/2012	DOC WCC PDU	Investigation report and summaries, letters, etc. from other DOC staff members		0 New	Out of Unit										
12-18920	Francis	Shawn	Offender	749717	2/13/2012		Video footage for L Unit A side entry	4/3/2012	3 Closed	In Unit			1.5							
12-18921	Rouse	Calvin	Offender	821206	2/13/2012	DOC CRCC PDU	Incoming legal mail log for CRCC on 1-26 through 2-1-2012		0 New	Out of Unit										
12-18922	Neupert	David	Attorney		2/13/2012		Camera footage, witness statements, phototgaphs, etc. of fall of Helen Arnold at MCC-TRU Visiting room	5/4/2012	3 Closed	In Unit	81	81	10.5							Platt Irwin Law Firm
12-18923	Kienholz	Michael	Offender	860500	2/13/2012	Skewis, Erin K. (DOC)	Past commissary purchases		3 Closed	In Unit	6						2.00			
12-18924	Carter	Ernest	Offender	746316	2/13/2012		Any/all records between various staff between altercation between himself ann I/M Green		3 Closed	In Unit										

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18912		Lee Gaskill		2/17/2012	2/17/2012			2012-2			
12-18913		Gerald Enquist	closed 7/13/12, no further rcds	2/17/2012	2/17/2012			2012-2	7/31/2012	\$ 3.38	6/20/2012
12-18914		Bill & Darcie Burgoyne		2/21/2012	2/21/2012			2012-2	2/21/2012	\$ 63.45	4/2/2012
12-18915		Kelley Moore			2/21/2012			2012-2	2/21/2012		
12-18916		James Presswood	Requesting responsive docs be sent to sensei9@comcast.net or on CD to himself at 609 W Second St, Aberdeen, WA 98520.	2/17/2012	2/21/2012			2012-2		\$ -	
12-18917		James Presswood	Is requesting responsive docs be sent to sense9@comcast.net or on CD to himself at 609 @ Second St, Aberdeen, WA 98520	2/17/2012	2/21/2012			2012-2		\$ -	
12-18918		Linda Allen			2/21/2012			2012-2	2/21/2012		
12-18919		Linda Allen			2/21/2012			2012-2	2/21/2012		
12-18920		Shawn Francis		2/21/2012	2/21/2012			2012-2			
12-18921		Calvin Rouse			2/21/2012			2012-2	2/21/2012		
12-18922		David Neupert		2/17/2012	2/21/2012			2012-2		\$ 21.85	4/13/2012
12-18923		Michael Kienholz		2/14/2012	2/21/2012			2012-2			
12-18924		Ernest Carter			2/21/2012			2012-2	2/21/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18912	2/17/12 int/final ltr emailed46 pgs - from OMNI & OSPS1 hrCLOSED		
12-18913	2/14/12 rrw'd chronos re any reference to correspondence with Sen Hargrove; requested arch'd CF/FF; copied Liberty correspondence rcds 2/16/12 rec'd 2 boxes of CF 4/19/12 emailed #1\$ (515/\$111.95) 5/4/12 rec'd payment #1 on CD 5/8/12 mailed #1 rcds on CD 6/14/12 emailed #2\$ (255pp/\$1.69) 6/20/12 rec'd payment/ mailed #2 rcds 7/13/12 fin ltr, no further resp rcds found		16.00
12-18914	Received phone message from Darcie on 2/16/2012. Reurned her phone call and she would like all info regarding her sons hearing and a complete CF copy.  Sent cost letter 3/14/2012. Also sent additional routing slip to Susan Biller asking for any Hearing Videos. Received email from Susan she has found hearing tapes she has placed them in mail. will send new cost letter when i receive payment for CF copy. Received 2 Hearing tapes after cost letter was mailed, i have stated in my final letter if they wish to have copies please let me know, they will need to reviewed with proper redactions.  Resposive documents mailed 4/5/2012  CLOSED.	1.00	4.00
12-18915			
12-18916	02/17/12: Sent int 5-day letter via email (64/051812) 05/11/12: Sent RS to SCCC (due 6/1/12) 05/25/12: Recd 4 pgs from SCCC (3 hrs time rept.) 06/01/12: Sent ext via email (33/071912) 07/20/12: Attached 4 pgs to an email to the requestor.  REQUEST CLOSED - PDU Folder to file room bin	3.00	3.00
12-18917	02/17/12: Sent int 5-day resonse via email (66/052212) 05/11/12: Sent RS to SCCC (due 6/1/12) 05/24/12: Sent ext via email (37/071812) 05/30/12: Recd email from SCCC - no docs (no time rept) 07/18/12: Sent final response via email - no docs  REQUEST CLOSED - PDU Folder to file room bin		1.50
12-18918			
12-18919			
12-18920	2/21/12 int ltr mailedrouted to AHCC: due 3/23next due 4/3 5 hrs 4/3/12Final ltr sent - NRper AHCC footage was already taped over..25 hrsCLOSED	0.75	0.75
12-18921			
12-18922	inital letter sent on 2/17 cst letter sent 4/10/12 fnl sent 5/4/12	7.00	3.50
12-18923	2/14/12 - Mailed int; asked for clarification (time frames)  2/28/12 - Rec'd clarification letter (see above); Mailed response letter back; Next Due: <b>04/20/12</b> <u>RS Sent to all facilities the requester has been at from 2006-2009</u> <u>1. MCC</u> <u>2. AHCC</u>  4/12/12 - Mailed \$ letter		
12-18924	DUPLICATE REQUEST TO PDU-17435		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18912	records showing the full name, date of birth, and criminal history of any active DOC offender living at 227 5th Ave North, Algona, WA.		
12-18913	his correspondence with Sen. James Hargrove 1996-2011 and any correspondence relating to such correspondence		
12-18914	Requesting records regarding Mr. Burgoyne's hearing and a complete Central File copy.		
12-18915			
12-18916			
12-18917	See summary		
12-18918			
12-18919			
12-18920	1. The video file, images, recordings, and other similarly stored video from the two video security cameras in the AHCC L-Unit entry way that face into L-Unit A side and B side entry for January 25, 2012 between 12:30 pm and 2:00 pm. 2. The video file, images, recordings, and other similarly stored video from the two video security cameras that face the AHCC L-Unit officer's booth for January 25, 2012 between 12:30 pm and 2:00 pm.		
12-18921			
12-18922			
12-18923	You have requested receipts for items that were purchased between 2006 – 2009. Specifically, you would like the receipts that show purchases for a Gillette Mach III Razor and blades as well as receipts for your TV Splitter.		
12-18924			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18925	McKee	Jeffrey	Offender	882819	2/13/2012	Terrell, Paula L.	Any/all metadata involving himself from 10-1-2011 to 2-29-2012	5/17/2013	3 Closed	In Unit			6				1.00			
						(DOC)														

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18925		Jeffrey McKee	***Closed 11/21/13	2/21/2012	2/21/2012			2012-2	2/14/2014		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18925	<p>RS to: Classification:No responsive records. CRCC records recv'd and placed in Outlook. HQ I&amp;I: No responsive records Business Services/Inmate Accts:Received and saved in Outlook Grievances Received records, but no meta data. Requested meta data on 3/20/12. Received e-mail of meta data and saved this in Outlook. Prison Command A: Prisons Division:Records received and saved in Outlook. Risk Management:Received lots of emails. I have saved these in outlook. Secretary's Office:Received records but do not believe these are responsive due to the dates of the e-mails. DV:CD received and placed next to my radio.</p> <p>NEED TO SEARCH MY E-MAILS</p> <p>\$\$Cost letter due 5/16/12\$\$</p> <p>5/16/12: Cost letter mailed:</p> <p><b>CD, actual cost</b> \$0.79 x 1 \$0.79 <b>Postage</b> + \$0.90 <b>Total Cost</b> = \$1.69</p>	2.00	
	<p>***Note: I had trng two days this week, therfore cost letter was mailed before preparing inst #1. Once \$ is received records will need to be compiled and reviewed. **I need to search my email for responsive records***** 8/31/12: Cd of inst#1 mailed to Paralegal Srvs of WA \$\$Cost letter due for inst#2 on 11/14/12\$\$ 11/14/12: extension letter mailed \$\$New due date for cost letter is 1/30/13\$\$ 1/30/13: extension mailed \$\$New due date for cost letter is 2/20/13\$\$ 2/20/13: cost letter for installment #2 mailed:</p> <p><b>CD, actual cost</b> \$0.79 x 1 \$0.79 <b>Postage</b> + \$0.92 <b>Total Cost</b> = \$1.71 Records have been reviewed. There are no redactions. The records, along with the e-mails in their native form have been burned onto a CD. A "file copy" has been made, along with a copy for McKee. These two CDs are in the left jacket of the file. 3/25/13: payment for inst #2 received. 4/4/13: inst #2 records mailed. JG approved letter and ensured CD was enclosed in envelope.</p> <p>\$\$Cost letter for inst #3 is due 5/17/13\$\$ 5/17/13: JG approved #3 cost letter which was mailed this date:</p> <p><b>CD, actual cost</b> \$0.79 x 1 \$0.79 <b>Postage</b> + \$0 92</p>		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18925	1. Each and every and all e-mails and the Meta data that contain the name Jeffrey R. McKee, Jeff McKee, McKee and/or DOC#882819. The time frame of e-mails is <b>October 1, 2011 through February 13, 2012.</b>		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18926	McKee	Jeffrey	Offender	882819	2/13/2012	Terrell, Paula L. (DOC)	E-mail from Mailroom Sgt. saying PD is not legal mail no matter to who	7/9/2012	3 Closed	In Unit	1	1	3				2.00			
12-18927	Southworth	Roger	Offender	831074	2/13/2012	DOC CRCC PDU	Latest job screening checklist and supporting records		0 New	Out of Unit										
12-18928	Momah	Charles	Offender	888910	2/13/2012	DOC CRCC PDU	Grievances, complaints made against CO Wonders and video recording from 2/2012		0 New	Out of Unit										
12-18929	Vaster	Maurice	Offender	630245	2/13/2012	DOC CRCC PDU	Racial breakdown for F-G-H-I units at CRCC		0 New	Out of Unit										
12-18930	Taylor	Christopher	Offender	773482	2/13/2012	DOC ES2 PDU	Request to review his Field File	2/28/2012	3 Closed	Out of Unit	0		2				2.00			
12-18931	Edrem	Nicholas	Offender	341236	2/13/2012	DOC WSP PDU	J & S (?)		0 New	Out of Unit										
12-18932	Horton	James	Offender	735731	2/13/2012	Schave, Gaylene R. (DOC)	Policies, guidelines and statistics on I/M hardship transfers		3 Closed	In Unit	4	5	22							
12-18933	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. "Terry" (DOC)	Any/all records Grievance No. 1022979	4/3/2012	3 Closed	In Unit		4	1							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18926		Jeffrey McKee	File has been moved to the small filing room. AK (6/10/2013)	2/21/2012	2/21/2012			2012-2	5/16/2012	\$ 0.65	6/18/2012
12-18927		Roger Southworth			2/21/2012			2012-2	2/21/2012		
12-18928		Charles Momah			2/21/2012			2012-2	2/21/2012		
12-18929		Maurice Vaster			2/21/2012			2012-2	2/21/2012		
12-18930		Christopher Taylor			2/21/2012			2012-2	2/21/2012		
12-18931		Nicholas Edrem			2/21/2012			2012-2	2/21/2012		
12-18932		James Horton	it has taken me approximately 5 hours to look up info on 5 pages of 156.	2/15/2012	2/21/2012			2012-2			
12-18933		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
	<p><b>Total Cost</b> = \$1.71 7/3/13: inst #3 records mailed to third party (CJ). final letter mailed to requestor.</p> <p>\$\$Due date for cost letter for inst #4 is 9/5/13\$\$</p> <p>9/5/13: Discovered installment #4 contains Client/Attorney redactions that requires 2nd eyes review; therefore, an extension letter was sent. Installment #4 has been reviewed and a 2nd eyes task que entered in SharePoint.</p> <p>\$\$New due date for cost letter for inst #4 is 10/11/13\$\$ !!!!Important!!!! The emails in inst #4 were taken from the folder that is named in Outlook "PDU-18925 FUTURE INSTALLMENT" I tried to rename this folder "inst #4" and could not--kept getting an error message!</p> <p>***JG and DV reviewed inst #4. DV sent the records to the AG's office on 9/18/13 for them to review.</p> <p>10/8/13: Sent an email to DV and JG asking if the AG's have reviewed the records and provided their input.</p> <p>10/11/13: Sent email to DV and JG asking if we've heard back from the AG's office.</p> <p>10/11/13: Received email from DV that contained the reviewed by the AG's office records. I updated the denial form with the AG's redactions. The records will need to be burned on CD when \$ is received.</p> <p>10/11/13: Cost letter mailed for inst #4 (see note above):</p> <p><b>CD, actual cost</b> 1 x \$0.79 \$0.79 <b>Postage</b> + \$0.92 <b>Total Cost</b> = \$1.71 Records have been tripled reviewed and a denial done.</p>		
12-18926	<p>RS to: CRCC Recv'd and placed in Outlook. Isee two e-mails! 3/30/12: sent e-mail to CRCC letting them know P believes the name of the Sgt. to be Randal Smith. \$\$Cost letter due 5/16/12\$\$</p> <p>5/16/12: Cost letter mailed:</p> <p><b>Number of Pages</b> 1 x 20 \$0.20 <b>Postage</b> + \$0.45 <b>Total Cost</b> = \$0.657/9/12: record mailed to Paralegal Services of Washington.</p>	1.00	
12-18927			
12-18928			
12-18929			
12-18930	Letter sent to offender. We r not obligated to take a file to Jail to review. 2/28/12, 2 hours.		
12-18931			
12-18932	<p>2/29/12 sent letter back to him and let me know we do not track this information so to pull a report, a manual check of transfer orders will need to be accomplished. Waiting for Tam Snell to get back to me when she finds out what staff can do by April 15th. staff indicate this is a very tedious project over 100,000 omni screens would need to be searched. DOC Classifications and Health Care does not track this information. Planning and research cannot pull a report. 3/29/12 talked with AHCC and a Lt. said we can look up the transfer orders on OMNI for each offender (same as what Classification said) we can find out the last 20 inmates transferred were and look each one up on OMNI and see what we get. Also sent another email to Planning and Research to see if they can print out report of all transfer orders in the last 24 months. rec'd a spread sheet from Geoff Nelson that is responsive to the 2008 warrants. 5/24/12 \$ letter sent; 156 pages Does not want the print out, only pages as they pertain to medical hardship transfers. 6/7/12 sent letter explaining i will look up each offender on the 156 print out any medical hardship summaries. Will take a considerable amount of time. 6/12/12 sent 5 pages of policy he paid for 610.110 6/15/12 received letter that he is only seeking medical transfers of offenders for family members having health issues. 8/2/12 offered 4 pages of 83 pages gathered 9/10/12 rec'd letter from Mr. Horton to cancel this request. Request is now closed.</p>	4.00	18.00
12-18933	<p>2012 2-21 mailed initial response 4-3 e-mailed final letter &amp; 4 pgs</p>		1.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-18926	1. The e-mail that Coyote Ridge Corrections Center Mail room Sergeant sent to staff stating public disclosures are not considered legal mail regardless of who they are sent to. Because you have not specified a specific time frame, we will conduct a search of e-mails dated from January 1, 2010 through February 13, 2012, the date your request was received.		
12-18927			
12-18928			
12-18929			
12-18930			
12-18931			
12-18932			
12-18933	HOURS: 1.0 CLOSED 2012 Feb. - 0.25 April - 0.75		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18934	Wahpat	Elton	Offender	839501	2/13/2012	Shamberg, Virginia B. (DOC)	Monthly trust account statements	3/13/2012	3 Closed	In Unit	4	4	1							
12-18935	Carroll	Mason	Offender	798515	2/13/2012		Ad-seg hearing minutes, I & R records for transfer to CRCC		3 Closed	In Unit	4						1.50			
12-18936	Spicer	Princess	Offender	863399	2/13/2012	Skewis, Erin K. (DOC)	Discharge records		3 Closed	In Unit	5									
12-18937	McArtor	T.	Citizen		2/13/2012	Schave, Gaylene R. (DOC)	Employment records for Larry Hatch	3/27/2012	3 Closed	In Unit			1.5				1.50			Dept. of Veteran Affairs
12-18938	Yates	Sandy	Citizen	802928	2/13/2012	Shamberg, Virginia B. (DOC)	Visiting records for Brian Mills 802928	2/23/2012	3 Closed	In Unit	3	3	1							
12-18939	Horn	Max	Other Government Agency	309240	2/13/2012	Skewis, Erin K. (DOC)	Records regarding the community supervision of Charlene White 309240		3 Closed	In Unit	29	29	2				2.00			DSHS
12-18940	Kisinger	Laurance	Citizen		2/13/2012		Roster of all staff and I/M at WCC IMU	4/3/2012	3 Closed	In Unit	15	15	2							Community Legal Services
12-18941	Wilson	Preston	Offender	833478	2/13/2012	Schave, Gaylene R. (DOC)	Central and Field file for himself.		3 Closed	In Unit	196		4				2.00			
12-18942	Marks	Jennifer	Law Enforcement	877587	2/13/2012	DOC SRCJC PDU	Transcript for audio violation of Steven Roche 877587	2/27/2012	3 Closed	Out of Unit	101									ATF
12-18943	Woodring	George	Offender	716096	2/14/2012	DOC SRCJC PDU	Start date, early release date and max date for himself.		1 Open/In-Progress	Out of Unit										
12-18944	Jackson	Victoria	Offender	300789	2/14/2012		DOC No., release date and address for Tinh Nguyen DOC?		3 Closed	In Unit	3						0.50			
12-18945	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1022979	4/4/2012	3 Closed	In Unit		4	0.5							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18934		Elton Wahpat		2/21/2012	2/21/2012			2012-2	2/21/2012	\$ 1.25	3/12/3012
12-18935		Mason Carroll	WAITING FOR PAYMENT	2/17/2012	2/21/2012			2012-2	4/26/2012	\$ 1.25	
12-18936		Princess Spicer		2/17/2012	2/21/2012			2012-2			
12-18937		T. McArtor		2/15/2012	2/21/2012			2012-2			
12-18938		Sandy Yates		2/16/2012	2/21/2012			2012-2	2/21/2012		
12-18939		Max Horn		2/15/2012	2/21/2012			2012-2			
12-18940		Laurance Kisinger		2/21/2012	2/21/2012			2012-2			
12-18941		Preston Wilson	CD-2271	2/15/2012	2/21/2012			2012-2			
12-18942		Jennifer Marks		2/14/2012	2/21/2012			2012-2	2/21/2012		
12-18943		George Woodring		2/14/2012	2/22/2012			2012-2	2/22/2012		
12-18944		Victoria Jackson	WAITING FOR PAYMENT OR CLARIFICATION (SEE ABOVE)	2/15/2012	2/22/2012			2012-2	2/22/2012	\$ 1.05	
12-18945		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18934	Routing slip sent to Tina Coleman. Documents received. Cost letter mailed 2/23/2012 Received payment /documents mailed 3/13/2012  CLOSED.	0.15	
12-18935	2/17/2012 -five day letter mailed. -workflow sent  4/26/2012 -cost letter mailed for install 1		
12-18936	2/17/12 - Rec'd FF; Scanned responsive records; Mailed int/\$ letter (5 pages)		
12-18937	Offender Hatch was only on DOC supervision long enough to serve six days in jail, be classified and closed. There no records of any employment for this person.		1.00
12-18938	Final letter sent as attachment with responsive records.  CLOSED.	0.15	
12-18939	2/15/12 - Emailed int and 1st installment (24 pages) and denial; Next Due: <b>04/10/12</b> Ordered archived CF  2/17/12 - Rec'd CF; copied responsive records; Emailed 5 pages to requester and denial		
12-18940	2/21/12 emailed int ltr w/ clarification 25 hrs 2/22/12routed item 1 to Planning & Research: due 3/23 25 hrs 2/24/12clarification rec'drouted item 2 to WCC.25 hrs 4/3/12fin ltr emailed - 15 pgs 25 hrsCLOSED	1.00	1.00
12-18941	files ordered 4/11/12 10 day ext needed to finish reviewing files 4/24/12 offerred 196 pages Adminstratively closed; waiting for payment		4.00
12-18942	Five day letter sent; assigned to Ronda DeBower. 101 pages provided by Linda Smith 2/27/12.		
12-18943	Five day letter sent; Assigned to Levy for processing.		
12-18944	2/15/2012 -Located a Thinh Nguyen. Offered 3 pages of OMNI screens. Asked to clarify if this is the correct offender, if not then to provide more identifiable information.		
12-18945	2012 2-22 mailed initial response 4-4 e-mailed final letter & 4 pgs		0.50

PD LOG #	Requested Items	To Do Date	To Do Status
12-18934	You have requested copies of your Inmate Banking statements to include August 2011 ; September 2011 and October 2011.		
12-18935			
12-18936			
12-18937			
12-18938	Requesting a copy of Brian K. Mills visiting record.		
12-18939	1. Dates/Locations of facility assignments - <i>1st Installment</i> 2. Dates of community supervision and assigned CCO's - <i>1st Installment</i>  3. Inmate Supervision Plan 4. On-Going Community Correction Monitoring Reports 5. Community Supervision Release/End Date - <i>1st Installment</i> 6. All convictions pertaining to DOC supervision - <i>1st Installment</i>  7. Violations - <i>1st Installment</i>		
12-18940	8. LSI-R Risk Assessment - <i>1st Installment; Denied</i> 1. All inmates housed in Washington Corrections Center s IMU as of February 13, 2012.  2. All custody staff assigned to work in WCC s IMU, whether permanent or relief staff – <i>Please clarify: Are you looking for staff assigned to WCC's IMU on February 13, 2012, or a different date or time period.</i> <i>CLARIFICATION: roster of custody staff assigned to WCC IMU on Feb 13, 2012</i>		
12-18941			
12-18942			
12-18943			
12-18944			
12-18945	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.25		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18946	McLaughlin	Thomas	Offender	707167	2/14/2012	Terrell, Paula L. (DOC)	All diluted UAs reclassified by a certain DOC staff member	3/30/2012	3 Closed	In Unit	2		6				2.00			
12-18947	Carmichael	Eric	Offender	849471	2/14/2012	Garland, Kari A. (DOC)	Inmate account/LFOs, interest, etc for current Cause No.s, money owed to DOC. Jail certs, info re King co tort pmts	6/21/2012	3 Closed	In Unit	8	8	2.75				0.50			
12-18948	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1108606	4/3/2012	3 Closed	In Unit		1	1							
12-18949	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1104807	4/3/2012	3 Closed	In Unit		6	1							
12-18950	Linbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1104191	4/3/2012	3 Closed	In Unit		1	1							
12-18951	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103274	4/3/2012	3 Closed	In Unit		2	1							
12-18952	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1112850	4/3/2012	3 Closed	In Unit		8	1							
12-18953	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1108129	4/3/2012	3 Closed	In Unit		13	1							
12-18954	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1018954	4/3/2012	3 Closed	In Unit		12	1							
12-18955	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103724	4/3/2012	3 Closed	In Unit		7	1							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18946		Thomas McLaughlin	3/30/12: File placed in bin to be filed in PD file room. 3/30/12: request for refund submitted. No port done.	2/22/2012	2/22/2012			2012-2	2/22/2012		
12-18947		Eric Carmichael		2/22/2012	2/22/2012			2012-2		\$ 2.50	6/5/2012
12-18948		Anton Lindbeck	2-17-12 e-mailed SCCC for addtnl rcv'ds by 3-12 Rcv'd	2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18949		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18950		Anton Linbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18951		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18952		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18953		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18954		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18955		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18946	<p>RS to: Planning and Research: Records received</p> <p>\$\$\$Cost letter due 5/9/12\$\$\$</p> <p>3/7/12: \$ ltr sent:</p> <p><b>Number of Pages</b> 2 x 20 \$0.40 <b>Postage</b> + \$0.45 <b>Total Cost</b> = \$0.85 Need to batestamp pages.</p> <p>2/29/12: ltr received 3/9/12: I failed to address this letter in my cost letter to him that was mailed on 3/7/12, I therefore responded to this letter on 3/8/12. 3/21/12: \$ received 3/30/12: records mailed. 5/03/12: received letter 5/17/12: responded to letter and sent a second set of copies of responsive records at no additional cost as he claims he did not receive the first set.</p>	2.00	
12-18947	<p>02/22/12: Mailed int 5-day letter (60/051612) 05/11/12: Sent RS to I/M Accts (due 5/25/12) 05/16/12: Recd docs from I/M Accts 05/16/12: Mailed \$ cost letter (8 pages / \$2.50) 06/05/12: Recd \$ 06/21/12: Mailed docs</p> <p>REQUEST CLOSED - PDU FOLDER TO FILE ROOM B N</p>	0.25	2.50
12-18948	<p>2012 2-17 mailed initial response 4-3 e-mailed final letter &amp; 1 pg</p>		1.00
12-18949	<p>2012 2-21 mailed initial response 4-3 e-mailed final letter &amp; 6 pgs</p>		1.00
12-18950	<p>2012 2-21 mailed initial response 4-3 e-mailed final letter &amp; 1 pg</p>		1.00
12-18951	<p>2012 2-21 mailed initial response 4-3 e-mailed final letter &amp; 2 pgs</p>		1.00
12-18952	<p>2012 2-21 mailed initial response 4-3 e-mailed final letter &amp; 8 pgs</p>		1.00
12-18953	<p>2012 2-21 mailed initial response 4-3 e-mailed final letter &amp; 13 pgs</p>		1.00
12-18954	<p>2012 2-21 mailed initial response 4-3 e-mailed final letter &amp; 12 pgs</p>		1.00
12-18955	<p>2012 2-21 mailed initial response 4-3 e-mailed final letter &amp; 7 pgs</p>		1.00

PD LOG #	Requested Items	To Do Date	To Do Status
12-18946			
12-18947			Other
12-18948	HOURS: 1.0 CLOSED 2012 Feb. - 0.25 April - 0.75		
12-18949	HOURS: 1.0 CLOSED 2012 Feb. - 0.25 April - 0.75		
12-18950	HOURS: 1.0 CLOSED 2012 Feb. - 0.25 April - 0.75		
12-18951	HOURS: 1.0 CLOSED 2012 Feb. - 0.25 April - 0.75		
12-18952	HOURS: 1.0 CLOSED 2012 Feb. - 0.25 April - 0.75		
12-18953	HOURS: 1.0 CLOSED 2012 Feb. - 0.25 April - 0.75		
12-18954	HOURS: 1.0 CLOSED 2012 Feb. - 0.25 April - 0.75		
12-18955	HOURS: 1.0 CLOSED 2012 Feb. - 0.25 April - 0.75		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18956	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1023383	4/3/2012	3 Closed	In Unit		2	1							
12-18957	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1112616	4/10/2012	3 Closed	In Unit		4	0.75							
12-18958	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1108082	4/10/2012	3 Closed	In Unit		4	0.5							
12-18959	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1100912	4/10/2012	3 Closed	In Unit		13	0.75							
12-18960	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103728	4/10/2012	3 Closed	In Unit		14	0.75							
12-18961	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103024	4/10/2012	3 Closed	In Unit		2	0.75							
12-18962	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1105062	4/10/2012	3 Closed	In Unit		8	0.75							
12-18963	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1104098	4/10/2012	3 Closed	In Unit		15	0.75							
12-18964	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1104229	4/10/2012	3 Closed	In Unit		13	0.75							
12-18965	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1105571	4/10/2012	3 Closed	In Unit		12	0.75							
12-18966	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1109284	4/10/2012	3 Closed	In Unit		0	0.75							
12-18967	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1106395	4/17/2012	3 Closed	In Unit		15	0.5							
12-18968	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103729	4/17/2012	3 Closed	In Unit		1	0.5							
12-18969	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1106221	4/17/2012	3 Closed	In Unit		18	0.5							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18956		Anton Lindbeck	2-17-12 e-mailed AHCC for addtnl rcdrds by 3-12 Rcv'd	2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18957		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18958		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18959		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18960		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18961		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18962		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18963		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18964		Anton Lindbeck	2-17-12 e-mail to AHCC for addtnl rcdrds by 3-12 Rcv'd	2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18965		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18966		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18967		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18968		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18969		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18956	2012 2-21 mailed initial response 4-3 e-mailed final letter & 2 pgs		1.00
12-18957	2012 2-21 mailed initial response 4-10 e-mailed final letter & 4 pgs		0.75
12-18958	2012 2-21 mailed initial response 4-10 e-mailed final letter & 4 pgs		0.50
12-18959	2012 2-21 mailed initial response 4-10 e-mailed final letter & 13 pgs		0.75
12-18960	2012 2-21 mailed initial response 4-10 e-mailed final letter & 14 pgs		0.75
12-18961	2012 2-21 mailed initial response 4-10 e-mailed final letter & 2 pgs		0.75
12-18962	2012 2-21 mailed initial response 4-10 e-mailed final letter & 8 pgs		0.75
12-18963	2012 2-21 mailed initial response 4-10 e-mailed final letter & 15 pgs		0.75
12-18964	2012 2-21 mailed initial response 4-10 e-mailed final letter & 13 pgs		0.75
12-18965	2012 2-21 mailed initial response 4-10 e-mailed final letter & 12 pgs		0.75
12-18966	2012 2-21 mailed initial response 4-10 e-mailed final letter - no rclds		0.75
12-18967	2012 2-21 mailed initial response 4-17 e-mailed final letter & 15 pgs		0.50
12-18968	2012 2-21 mailed initial response 4-17 e-mailed final letter & 1 pg		0.50
12-18969	2012 2-21 mailed initial response 4-17 e-mailed final letter & 18 pgs		0.50

PD LOG #	Requested Items	To Do Date	To Do Status
12-18956	HOURS: 1.0 CLOSED 2012 Feb. - 0.25 April - 0.75		
12-18957	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18958	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18959	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18960	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18961	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18962	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18963	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18964	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18965	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18966	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18967	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18968	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		
12-18969	HOURS: 0.75 CLOSED 2012 Feb. - 0.25 April - 0.5		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18970	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1109784	4/17/2012	3 Closed	In Unit		7	0.5							
12-18971	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1110499	4/17/2012	3 Closed	In Unit		11	0.5							
12-18972	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1105573	4/17/2012	3 Closed	In Unit		8	0.5							
12-18973	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103727	4/17/2012	3 Closed	In Unit		4	0.5							
12-18974	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1105776	4/17/2012	3 Closed	In Unit		4	0.5							
12-18975	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1109994	4/17/2012	3 Closed	In Unit		6	0.5							
12-18976	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1104031	4/17/2012	3 Closed	In Unit		3	0.5							
12-18977	Lindbeck	Anton	Offender	996653	2/13/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103722	4/17/2012	3 Closed	In Unit		3	0.5							
12-18978	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1108606	4/4/2012	3 Closed	In Unit		1	0.5							
12-18979	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1104807	4/4/2012	3 Closed	In Unit		6	0.5							
12-18980	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1104191	4/4/2012	3 Closed	In Unit		1	0.5							
12-18981	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103274	4/4/2012	3 Closed	In Unit		2	0.5							
12-18982	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1112850	4/4/2012	3 Closed	In Unit		8	0.5							
12-18983	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1108129	4/4/2012	3 Closed	In Unit		13	0.5							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18970		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18971		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18972		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18973		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18974		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18975		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18976		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18977		Anton Lindbeck		2/21/2012	2/21/2012			2012-2	4/30/2012		
12-18978		Charles Hiatt	2-17-12 e-mailed SCCC for addtnl rcrds by 3-12 Rcv'd yes	2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18979		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18980		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18981		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18982		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18983		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18970	<u>2012</u> 2-21 mailed initial response 4-17 e-mailed final letter & 7 pgs		0.50
12-18971	<u>2012</u> 2-21 mailed initial response 4-17 e-mailed final letter & 11 pgs		0.50
12-18972	<u>2012</u> 2-21 mailed initial response 4-17 e-mailed final letter & 8 pgs		0.50
12-18973	<u>2012</u> 2-21 mailed initial response 4-17 e-mailed final letter & 4 pgs		0.50
12-18974	<u>2012</u> 2-21 mailed initial response 4-17 e-mailed final letter & 4 pgs		0.50
12-18975	<u>2012</u> 2-21 mailed initial response 4-17 e-mailed final letter & 6 pgs		0.50
12-18976	<u>2012</u> 2-21 mailed initial response 4-17 e-mailed final letter & 3 pgs		0.50
12-18977	<u>2012</u> 2-21 mailed initial response 4-17 e-mailed final letter & 3 pgs		0.50
12-18978	<u>2012</u> 2-22 mailed initial response		0.50
12-18979	<u>2012</u> 2-22 mailed initial response 4-4 e-mailed final letter & 6 pgs		0.50
12-18980	<u>2012</u> 2-22 mailed initial response 4-4 e-mailed final letter & 1 pg		0.50
12-18981	<u>2012</u> 2-22 mailed initial response 4-4 e-mailed final letter & 2 pgs		0.50
12-18982	<u>2012</u> 2-22 mailed initial response 4-4 e-mailed final letter & 8 pgs		0.50
12-18983	<u>2012</u> 2-22 mailed initial response 4-4 e-mailed final letter & 13 pgs		0.50

PD LOG #	Requested Items	To Do Date	To Do Status
12-18970	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.5		
12-18971	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April 0.5		
12-18972	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.5		
12-18973	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April 0.5		
12-18974	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.5		
12-18975	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.5		
12-18976	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.5		
12-18977	<b>HOURS: 0.75</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.5		
12-18978	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.25		
12-18979	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.25		
12-18980	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.25		
12-18981	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.25		
12-18982	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.25		
12-18983	<b>HOURS: 0.5</b> <b>CLOSED</b> <u>2012</u> Feb. - 0.25 April - 0.25		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18984	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1018954	4/4/2012	3 Closed	In Unit		12	0.5							
12-18985	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103724	4/4/2012	3 Closed	In Unit		7	0.5							
12-18986	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1023383	4/4/2012	3 Closed	In Unit		2	0.5							
12-18987	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1112616	4/11/2012	3 Closed	In Unit		4	0.5							
12-18988	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1108082	4/11/2012	3 Closed	In Unit		4	0.5							
12-18989	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1100512	4/11/2012	3 Closed	In Unit		13	0.5							
12-18990	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103728	4/11/2012	3 Closed	In Unit		14	0.5							
12-18991	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1105062	4/11/2012	3 Closed	In Unit		2	0.5							
12-18992	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1105062	4/11/2012	3 Closed	In Unit		8	0.5							
12-18993	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1104098	4/11/2012	3 Closed	In Unit		15	0.5							
12-18994	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1104229	4/11/2012	3 Closed	In Unit		13	0.5							
12-18995	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1105571	4/11/2012	3 Closed	In Unit		12	0.5							
12-18996	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1109284	4/11/2012	3 Closed	In Unit			0.5							
12-18997	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1106395	4/18/2012	3 Closed	In Unit		15	0.25							
12-18998	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103729	4/18/2012	3 Closed	In Unit		1	0.25							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18984		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18985		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18986		Charles Hiatt	2-17-12 e-mailed AHCC for addtnl rcrds by 3-12 Rcv'd no rcrds	2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18987		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18988		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18989		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18990		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18991		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18992		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18993		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18994		Charles Hiatt	2-17-12 e-mail to AHCC for addtnl rcrds by 3-12 Rcv'd	2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18995		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18996		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18997		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-18998		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18984	2012 2-22 mailed initial response 4-4 e-mailed final letter & 12 pgs		0.50
12-18985	2012 2-22 mailed initial response 4-4 e-mailed final letter & 7 pgs		0.50
12-18986	2012 2-22 mailed initial response 4-4 e-mailed final letter & 2 pgs		0.50
12-18987	2012 2-22 mailed initial response 4-11 e-mailed final letter & 4 pgs		0.50
12-18988	2012 2-22 mailed initial response 4-11 e-mailed final letter & 4 pgs		0.50
12-18989	2012 2-22 mailed initial response 4-11 e-mailed final letter & 13 pgs		0.50
12-18990	2012 2-22 mailed initial response 4-11 e-mailed final letter & 14 pgs		0.50
12-18991	2012 2-22 mailed initial response 4-11 e-mailed final letter & 2 pgs		0.50
12-18992	2012 2-22 mailed initial response 4-11 e-mailed final letter & 8 pgs		0.50
12-18993	2012 2-22 mailed initial response 4-11 e-mailed final letter & 15 pgs		0.50
12-18994	2012 2-22 mailed initial response 4-11 e-mailed final letter & 13 pgs		0.50
12-18995	2012 2-22 mailed initial response 4-11 e-mailed final letter & 12 pgs		0.50
12-18996	2012 2-22 mailed initial response 4-11 e-mailed final letter - no rcrcds		0.50
12-18997	2012 2-22 mailed initial response 4-18 e-mailed final letter & 15 pgs		0.25
12-18998	2012 2-22 mailed initial response 4-18 e-mailed final letter & 1 pg		0.25

PD LOG #	Requested Items	To Do Date	To Do Status
12-18984	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18985	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18986	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18987	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18988	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18989	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18990	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18991	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18992	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18993	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18994	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18995	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18996	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18997	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		
12-18998	HOURS: 0.5 CLOSED 2012 Feb. - 0.25 April - 0.25		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-18999	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1106221	4/18/2012	3 Closed	In Unit		18	0.25							
12-19000	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1109784	4/18/2012	3 Closed	In Unit		7	0.25							
12-19001	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1110499	4/18/2012	3 Closed	In Unit		11	0.25							
12-19002	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1105573	4/18/2012	3 Closed	In Unit		8	0.25							
12-19003	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103727	4/18/2012	3 Closed	In Unit		4	0.25							
12-19004	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1105776	4/18/2012	3 Closed	In Unit		4	0.25							
12-19005	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1109994	4/18/2012	3 Closed	In Unit		6	0.25							
12-19006	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1104031	4/18/2012	3 Closed	In Unit		3	0.25							
12-19007	Hiatt	Charles	Offender	891561	2/14/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all records regarding Grievance No. 1103722	4/18/2012	3 Closed	In Unit		3	0.22							
12-19008	Collard	Misty	Provider	850536	2/14/2012	DOC SRCJC PDU	Registration address, paperwork submitted with his signature of where he was residing, any records regarding address in Vancouver, etc. for Ray Castillo 850536		1 Open/In-Progress	Out of Unit										Vancouver Housing Authority
12-19009	Collier	Lorraine	Media	287352	2/14/2012	Skewis, Erin K. (DOC)	Photo of Gary Hulsey 287352	2/16/2012	3 Closed	In Unit	3	3	0.5				0.50			KOMO 4 News
12-19010	Allen	William	Offender	701934	2/14/2012	DOC SRCJC PDU	Incarceration dates		3 Closed	Out of Unit	1		1							
12-19011	Krut	Amanda	Attorney	623777	2/14/2012	Riley, Robin L. (DOC)	ISRB file for Charles Young 623777	3/8/2012	3 Closed	Out of Unit			9				8.00			Northwest Defenders Association
12-19012	Taylor	Colin	Offender	891990	2/14/2012		Entire investigative packet for Grievance No. 1100912	3/26/2012	3 Closed	In Unit	13	13	1							
12-19013	Taylor	Colin	Offender	891990	2/14/2012		Entire investigative packet for Grievance No. 1106221	3/28/2012	3 Closed	In Unit	18	18	1							
12-19014	Taylor	Colin	Offender	891990	2/14/2012		Entire investigative packet for Grievance No. 11033728	3/28/2012	3 Closed	In Unit	14	14	1							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-18999		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-19000		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-19001		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-19002		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-19003		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-19004		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-19005		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-19006		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-19007		Charles Hiatt		2/22/2012	2/22/2012			2012-2	4/30/2012		
12-19008		Misty Collard		2/16/2012	2/22/2012			2012-2	2/22/2012		
12-19009		Lorraine Collier		2/16/2012	2/22/2012			2012-2			
12-19010		William Allen		2/16/2012	2/22/2012			2012-2	2/22/2012		
12-19011		Amanda Krut		2/17/2012	2/22/2012			2012-2	2/22/2012		
12-19012		Colin Taylor		2/22/2012	2/22/2012			2012-2			
12-19013		Colin Taylor		2/22/2012	2/22/2012			2012-2			
12-19014		Colin Taylor		2/22/2012	2/22/2012			2012-2			

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-18999	2012 2-22 mailed initial response 4-18 e-mailed final letter & 18 pgs		0.25
12-19000	2012 2-22 mailed initial response 4-18 e-mailed final letter & 7 pgs		0.25
12-19001	2012 2-22 mailed initial response 4-18 e-mailed final letter & 11 pgs		0.25
12-19002	2012 2-22 mailed initial response 4-18 e-mailed final letter & 8 pgs		0.25
12-19003	2012 2-22 mailed initial response 4-18 e-mailed final letter & 4 pgs		0.25
12-19004	2012 2-22 mailed initial response 4-18 e-mailed final letter & 4 pgs		0.25
12-19005	2012 2-22 mailed initial response 4-18 e-mailed final letter & 6 pgs		0.25
12-19006	2012 2-22 mailed initial response 4-18 e-mailed final letter & 3 pgs		0.25
12-19007	2012 2-22 mailed initial response 4-18 e-mailed final letter & 3 pgs		0.25
12-19008	Five day letter sent; assigned to Val for processing.		
12-19009	2/16/12 - Emailed 3 pages of photos from file; File Closed		
12-19010	Five day letter sent; assigned to Kelly for processing. 2/22/12 sent letter with incarceration dates via e-mail.		
12-19011	Sent initial response 2-17-2012 - File is digitally archived. Will send electronic copy by 3-16-2012  Ms. Krut asked for the file sooner - if possible. I received the copy of the file from the Secretary of State's Office - Digital Archives in Eastern Washington.  1 hour was spent working with Digital Archives to determine how we would access and request the file. 8 hours was spent redacting 1660 pages of file.  Sent copy to Ms. Krut on 3-8-2012.	9.00	
12-19012	2/22/12 int email sentsame as 15853.25 hrs 3/21/12emailed ext ltrnext due 3/28.25 hrs 3/26/12emailed 13 pgscompared to previousCLOSED 5 hrs		
12-19013	2/22/12 int ltr emaildsame as 15359.25 hrs 3/21/12emailed ext ltrnext due 3/28.25 hrs 3/28/1218 pgs emailedcompared to previous, addl pgs provided 5 hrsCLOSED		
12-19014	2/22/12 int ltr emaildsame as 15361.25 hrs 3/21/12emailed ext ltrnext due 3/28.25 hrs 3/28/12emailed 14 pgscompared to previous 5 hrsCLOSED		

PD LOG #	Requested Items	To Do Date	To Do Status
12-18999	<b>HOURS: 0.5</b> <b>CLOSED</b> 2012 Feb. - 0.25 April - 0.25		
12-19000	<b>HOURS: 0.5</b> <b>CLOSED</b> 2012 Feb. - 0.25 April - 0.25		
12-19001	<b>HOURS: 0.5</b> <b>CLOSED</b> 2012 Feb. - 0.25 April - 0.25		
12-19002	<b>HOURS: 0.5</b> <b>CLOSED</b> 2012 Feb. - 0.25 April - 0.25		
12-19003	<b>HOURS: 0.5</b> <b>CLOSED</b> 2012 Feb. - 0.25 April - 0.25		
12-19004	<b>HOURS: 0.5</b> <b>CLOSED</b> 2012 Feb. - 0.25 April - 0.25		
12-19005	<b>HOURS: 0.5</b> <b>CLOSED</b> 2012 Feb. - 0.25 April - 0.25		
12-19006	<b>HOURS: 0.5</b> <b>CLOSED</b> 2012 Feb. - 0.25 April - 0.25		
12-19007	<b>HOURS: 0.5</b> <b>CLOSED</b> 2012 Feb. - 0.25 April - 0.25		
12-19008			
12-19009			
12-19010			
12-19011			
12-19012	Entire investigative packet for Grievance No. 1100912		
12-19013	Entire investigative packet for Grievance No. 1106221		
12-19014	Entire investigative packet for Grievance No. 11033728		

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-19015	Taylor	Colin	Offender	891990	2/14/2012		Entire investigative packet for Grievance No. 1026383	3/28/2012	3 Closed	In Unit	1	1	0.75							
12-19016	Taylor	Colin	Offender	891990	2/14/2012		Entire investigative packet for Grievance No. 1103274	3/28/2012	3 Closed	In Unit			0.75							
12-19018	Rebik	Dana	Media		2/15/2012	Skewis, Erin K. (DOC)	List of all I/M with LWOP sentences allowed past Gate 7 at MCC, and legal face sheets for these I/Ms	5/29/2012	3 Closed	In Unit	1042	1042	18							Q13 Fox News
12-19019	Jones	Jeremy	Attorney	972298	2/15/2012		Any/all records for William Shelby 972298	7/9/2012	3 Closed	In Unit	219	219	20							Nicoll Black & Feig
12-19020	McLemore	Joshua	Offender	312294	2/15/2012	DOC MCC PDU	Legal face sheet		0 New	Out of Unit										
12-19021	Vincent	Cameron	Offender	345281	2/15/2012	DOC MCC PDU	Color booking photo		0 New	Out of Unit										
12-19022	Pelot	Lynwood	Offender	705332	2/15/2012	DOC WSP PDU	J & S's from 1983 & 1984		0 New	Out of Unit										
12-19023	Jenkins	Sidney	Offender	900051	2/15/2012		All mail rejections since having been incarcerated at WSP on 11-15-07	6/19/2012	3 Closed	In Unit	16	16	5.25							
12-19024	Rockstrom	Shaun	Offender	978285	2/15/2012	DOC CRCC PDU	I/M trust account statements for last 6 months		0 New	Out of Unit										
12-19025	Russell	Frederick	Offender	314145	2/15/2012	Terrell, Paula L. (DOC)	OMNI records, Any/all records gathered in any investigation from I & I at SCCC and CRCC		3 Closed	In Unit							3.50			
12-19026	McDonald	Darryl	Offender	349133	2/15/2012	DOC CRCC PDU	Arrest, charge, guilty plea, sentencing dates; Case No. and Judge's name		0 New	Out of Unit										
12-19027	Smith	Michael	Offender	745830	2/15/2012	DOC CRCC PDU	Certificates he has earned while incarcerated		0 New	Out of Unit										
12-19028	Wong	Gary	Offender	744869	2/15/2012	DOC AHCC PDU	J & S		2 Waiting	Out of Unit	11		2				2.00			
12-19029	Sherman	Joshua	Offender	823778	2/15/2012		Any records he has submitted to DOC regarding William Hargrave		3 Closed	In Unit			2.25							
12-19030	Coy	Douglas	Offender	701820	2/15/2012	DOC AHCC PDU	J & S		2 Waiting	Out of Unit	14		2				2.00			

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-19015		Colin Taylor		2/22/2012	2/22/2012			2012-2			
12-19016		Colin Taylor		2/22/2012	2/22/2012			2012-2			
12-19018		Dana Rebik		2/22/2012	2/23/2012			2012-2		\$ 1.69	5/29/2012
12-19019		Jeremy Jones		2/22/2012	2/23/2012			2012-2	6/21/2012	\$ 49.85	6/11/2012
12-19020		Joshua McLemore			2/23/2012			2012-2	2/23/2012		
12-19021		Cameron Vincent			2/23/2012			2012-2	2/23/2012		
12-19022		Lynwood Pelot			2/23/2012			2012-2	2/23/2012		
12-19023		Sidney Jenkins		2/22/2012	2/23/2012			2012-2	5/10/2012	\$ 8.45	6/13/2012
12-19024		Shaun Rockstrom			2/23/2012			2012-2	2/23/2012		
12-19025		Frederick Russell	8/7/12: This request has been closed due to non-payment.	2/23/2012	2/23/2012			2012-2	2/23/2012		
12-19026		Darryl McDonald			2/23/2012			2012-2	2/23/2012		
12-19027		Michael Smith	CD-2274		2/23/2012			2012-2	2/23/2012		
12-19028		Gary Wong	2-16-12 Assigned to Records Main-AHCC	2/21/2012	2/23/2012			2012-2	2/23/2012	\$ 3.10	
12-19029		Joshua Sherman	CLOSED	2/22/2012	2/23/2012			2012-2	7/12/2012		
12-19030		Douglas Coy	2-16-12 Assigned to AHCC Records Main CRT Leyerle	2/21/2012	2/23/2012			2012-2	2/23/2012	\$ 4.02	

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-19015	2/22/12 int ltr emailedsame as 14715.25 hrs 3/21/12emailed ext ltrnext due 3/28.25 hrs 3/28/12emailed 1 pgcompared to previous.25 hrsCLOSED		
12-19016	2/22/12 int ltr emailedsame as 14717.25 hrs 3/21/12emailed ext ltrnext due 3/28.25 hrs 3/28/12emailed 2 pages & denialcompared to previous.25 hrsCLOSED		
12-19018	2/22/12 - emailed int response RS to MCC Asked requester if the wanted the LFS from the CF (as stated in their original request) or if they wanted the most up to date version that is in OMNI.  4/9/12 - Submitted records for Denise's review  4/20/12 - Emailed ext; Next Due <b>5/29/12</b> 5/24/12 - Emailed \$ letter for a CD 5/29/12 - Ms. Rebik showed up at HQ to pay for 19018 and 19417. I provided her w/ CD and denial; Emailed final letter later same day. File Closed	5.00	13.00
12-19019	initial sent on 2/22 cst sent 5/21/12 fml sent 7/9/12	2.00	18.00
12-19020			
12-19021			
12-19022			
12-19023	initial letter sent on 2/22 cst letter sent 4/10/12 fml sen 6/19/12	1.25	4.00
12-19024			
12-19025	NI and \$ for installment #1.  RS to: CRCC Records for inst#2 received and saved in Outlook SCCC Received and saved in Outlook WCC:Received for inst #2 and saved in ADOBE file.  2/23/12: \$ cost letter sent for installment #1, which is all his OMNI screens.:  <b>Number of Pages</b> 85 x 20 \$17.00 <b>Postage</b> + \$5.15 <b>Total Cost</b> = \$22.15		
12-19026			
12-19027			
12-19028	2-21-11 Initial/Cost ltr sent	2.00	
12-19029	2/22/2012 -five day letter mailed. -workflow sent to PDC's.  4/27/2012 -no records at MCC or CBCC -sent workflow to WCC based on OMNI separatee entry -ext letter mailed.  7/3/2012 -After an additional search, no responsive records could be located.	1.50	0.75
12-19030	2-21-12 Initial ltr sent 2-22-12 Cost ltr sent		

PD LOG #	Requested Items	To Do Date	To Do Status
12-19015	Entire investigative packet for Grievance No. 1026383		
12-19016	Entire investigative packet for Grievance No. 1103274		
12-19018	List of I/M working past Gate 7 at MCC WSR who have life sentences, LWOP, etc. Legal Face Sheet for these I/M. Requester stated she wanted the LFS from the CF. I told her that the most up to date version would be in OMNI if she wanted that. She clarified that the version from OMNI would be fine	#####	Waiting- Someone else
12-19019			
12-19020			
12-19021			
12-19022			
12-19023			
12-19024			
12-19025	1. The complete OMNI file of Frederick Russell, DOC#314145; 2. Any and all information gathered in any investigation from I&I Unit at Stafford Creek Corrections and Coyote Ridge Corrections Center regarding Frederick Russell, DOC#314145 for the time frame of January 10, 2008 through February 13, 2012, the date of your request; 3. Any and all e-mails pertaining to Frederick Russell, DOC#314145 for the time frame of January 10, 2008 through February 13, 2012, the date of your request.		
12-19026			
12-19027			
12-19028			
12-19029			
12-19030			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-19031	Aguilar	Ramiro	Offender	768396	2/15/2012	Garland, Kari A. (DOC)	505 infraction between himself and I/M Layva in 2007	5/3/2012	3 Closed	In Unit	14	0	4.25				1.50			
12-19032	Gronquist	Derek	Offender	943857	2/15/2012	Pernula, Theresa L. 'Terry' (DOC)	Any/all directives issued by DOC HQ RE: I/M use of MP3 players		3 Closed	In Unit			3.5							
12-19033	Gronquist	Derek	Offender	943857	2/15/2012	Pernula, Theresa L. 'Terry' (DOC)	Records re: Sgt. Frederickson using state computers to announce public cand. and the actual message that he sent.	10/17/2013	3 Closed	In Unit	12	12	19.75							
12-19034	Gonzalez	Tara	Offender	820067	2/15/2012	DOC SRCJC PDU	DOSA revoke records for herself for multiple Cause No.'s		1 Open/In-Progress	Out of Unit										
12-19035	Wolfe	Jennifer	Offender	310406	2/15/2012	DOC MCCCW PDU	Discovery for both of her Cause No.'s	3/22/2012	3 Closed	Out of Unit	8		0.5							
12-19036	Penar	Gary	Attorney	748056	2/15/2012	DOC ES1 PDU	UA results	4/2/2012	3 Closed	Out of Unit	9	9	0.75							

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-19031		Ramiro Aguilar	Printed Infraction from OMNI No infraction in OMNI-IMRS No infraction on OBTS DT08	2/23/2012	2/23/2012		Photocopy	2012-2		\$ -	
12-19032		Derek Gronquist	2-22-12 RS to: C. Pennington by 3-16 Rcv'd 3-16 MAY HAVE MORE V. Loete by 3-16 Rcv'd 3-22 no rcrds S. Grisham by 3-16 Rcv'd 3-22 S. Jones by 3-16 Rcv'd D. Schrum by 3-16 Rcv'd A. Witten by 3-16 Rcv'd 2-22 M. Watkins by 3-16 Rcv'd (doesn't have SP access; e-mailed req.) J. McGerr by 3-16 Rcv'd 4-13-12 reminder to D. Schrum & S. Jones 4-18-12 e-mail to D. Schrum, S. Jones & J. McGerr 4-18-12 e-mail to S. Grisham 4-18-12 e-mail to C. Pennington 4-27-12 e-mail to S. Jones 5-9-12 e-mail to S. Jones cc'd dv 5-23-12 e-mail to C. Lewis 5-23-12 e-mail to M. Kifowit 6-24-12 close if no response rcv'd	2/23/2012	2/23/2012			2012-2	5/31/2012		
12-19033		Derek Gronquist	2-22-12 RS to MCC by 3-26 Rcv'd 3-29 no rcrds see PDU-17022 12-19-12 e-mail to MCC ASAP rcv'd 1-2 12-19-12 e-mail to S. Jones by 1-11 rcv'd 1 pg 1-17 1-2-13 e-mail to S. Biller rcv'd 1-8 review rcrds 1-2-13 e-mail to V. Loete rcv'd 1-3/check for responsiveness 1-17-13 follow up e-mail to S. Jones 1-22-13 req vault search by 2-13 done 3-6	2/23/2012	2/23/2012			2012-2	4/30/2013	\$ 2.25	7/13/2012
12-19034		Tara Gonzalez		2/16/2012	2/23/2012			2012-2	2/23/2012		
12-19035		Jennifer Wolfe		2/16/2012	2/23/2012			2012-2	2/23/2012	\$ -	
12-19036		Gary Penar	OHR-13776	2/22/2012	2/23/2012			2012-2	2/23/2012	\$ 2.45	4/9/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-19031	02/23/12: Mailed int 5-day letter (50/050312) 02/23/12: Sent RS to WSP & MCC (due 3/8/12) 02/27/12: Recd 13 pgs from WSP (1 25 hrs time rept.) 02/27/12: Per MCC - no docs 05/03/12: Mailed \$ cost letter (14 pgs / \$3.90) 08/08/12: Request closed due to non payment	1.25	3.00
12-19032	<div></div> <div>2012 2-23 mailed initial response 4-19 mailed ext. letter 5-24 mailed letter (other)</div>		
12-19033	<div>2012 2-23 mailed initial response 4-19 mailed ext. letter 5-23 mailed ext. letter 5-24 mailed enjoiment to 1 employee 6-5 mailed cost letter for 8 pgs / \$2 25 7-5 rcv'd letter - pmt is being processed 7-13 rcv'd pmt of \$2 25 7-19 mailed final letter and 8 pgs 12-14 rcv'd letter from requestor 12-20 mailed response to letter of 12-14</div> <div>2013 1-22 mailed ext. letter 3-6 mailed ext. letter 4-17 mailed final letter 10-17 mailed final letter &amp; 4 addtn'l pgs</div>		19.75
12-19034	Five day letter sent; assigned to Tammy for processing.		
12-19035	2/16/12 5 day letter/cost letter sent to requester. (J. Gerren, MCCCW). 3/22/12 Final letter sent, advising closing due to no money sent for documents. (J. Gerren, MCCCW).		
12-19036	Sent 9 pages of requested documents to requestor via USPS on 4/9/12.		

PD LOG #	Requested Items	To Do Date	To Do Status
12-19031	505 Infraction documents (incident reports) between himself and I/M Layva in 2007.		
12-19032	<div>HOURS: 3.5</div> <div>CLOSED</div> <div>2012</div> <div>Feb. - 0.75</div> <div>March - 0.25</div> <div>April - 0.5</div> <div>May - 2..0</div>		
12-19033	<div>HOURS: 19.75</div> <div>CLOSED</div> <div>2012</div> <div>Feb. - 0.5</div> <div>April - 1.75</div> <div>May - 3.5</div> <div>June - 0.25</div> <div>July - 1.0</div> <div>Dec. - 0.75</div> <div>2013</div> <div>Jan. - 4.75</div> <div>March - 5.75</div> <div>April - 1.5</div>		
12-19034			
12-19035			
12-19036			

PD LOG #	Last Name	First Name	Requestor Type	DOC #	Date of Receipt	Assigned To	Summary	Date of Last Action	Status	Location	# of Pages Made Avail.	# of Pages Provided	All Staff Hours	Archived	Authorization	Barcode#	Current Month's Hours	Date of Destruction	Destruction Date Due	Firm/Business Name
12-19037	Osborne	Stephen	Attorney		2/15/2012	Terrell, Paula L. (DOC)	Any/all records regarding staff member Shantel Ealy-Perry		3 Closed	In Unit	5	5					1.00			Rettig Osborne Forgette

PD LOG #	Follow	Full Name	General Comments	Initial Response Sent	Initial Response Due Date	Litigation Hold	Mailing format	Month	Next Due Date	Payment Amount	Payment Receipt Date
12-19037		Stephen Osborne	8/8 for 2nd installment	2/22/2012	2/23/2012			2012-2	8/9/2012	\$ 1.45	5/8/2012

PD LOG #	PD Actions	PDC Hours	PDS Hours
12-19037	<div>2/22/2012 -five day letter mailed. -workflow sent to HR PDC -workflow sent to Perf./Training  (Need also to check for employee health record?)  4/26/2012 -offered training records as install 1  5/8/2012 -payment received.  5/16/2012 -five pages mailed (install 1) 7/11/12 Received letter 7/20/12 replied to letter and also offered the rest of the records (the personnel file) to requestor  Number of Pages 250 x 20 \$50.00 Postage + \$5.15 Total Cost = \$55.158/6/12: Recv'd ltr cancelling request.</div>		

PD LOG #	Requested Items	To Do Date	To Do Status
12-19037			